

# Minutes

ORDINARY MEETING OF COUNCIL  
21 SEPTEMBER 2016  
COUNCIL CHAMBERS  
WICKEPIN



## Table of Contents

1.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED) .....	3
2.	PUBLIC QUESTION TIME .....	3
3.	APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES .....	8
4.	PETITIONS, MEMORIALS AND DEPUTATIONS .....	8
5.	DECLARATIONS OF COUNCILLOR'S AND OFFICER'S INTEREST .....	8
7.	RECEIVAL OF MINUTES .....	8
7.1	TOWNSCAPE AND CULTURAL PLANNING COMMITTEE .....	9
8.	STATUS REPORT .....	10
9.	NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.....	13
10.	RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS .....	13
<b>TECHNICAL SERVICES</b>		
10.1.01	– MANAGER WORKS AND SERVICES REPORT .....	14
10.1.02	– SECONDARY FREIGHT ROUTES IN THE WHEATBELT .....	23
10.1.03	– REQUEST FOR RAV 4 REVIEW.....	25
<b>GOVERNANCE, AUDIT AND COMMUNITY SERVICES</b>		
10.2.01	– FINANCIAL REPORT .....	30
10.2.02	– LIST OF ACCOUNTS .....	32
10.2.03	– COMMUNITY DEVELOPMENT OFFICER'S REPORT .....	38
10.2.04	- DUAL FIRE CONTROL OFFICERS 2016/2017 – SHIRE OF WAGIN .....	42
10.2.05	- DUAL FIRE CONTROL OFFICERS 2016/2017 – SHIRE OF KULIN .....	43
10.2.06	- PROPOSED PURCHASE OF A PORTION OF LOT 13984 TOOLIBIN .....	44
10.2.07	– ROOSTER AT 7 FISHER STREET, WICKEPIN .....	46
10.2.08	– WICKEPIN LANDCARE FUNDS IN TRUST .....	49
10.2.09	– WICKEPIN MOBILE OCCASIONAL CHILD CARE SERVICE .....	51
10.3.01	– TOWNSCAPE AND CULTURAL PLANNING COMMITTEE MEETING RECOMMENDATIONS.....	54
11.	PRESIDENT'S REPORT .....	55
12.	ACTING CHIEF EXECUTIVE OFFICER'S REPORT.....	56
13.	NOTICE OF MOTIONS FOR THE FOLLOWING MEETING .....	59
14.	REPORTS & INFORMATION .....	59
15.	URGENT BUSINESS .....	59
16.	CLOSURE .....	59

**Minutes of an Ordinary Meeting of Council held in Council Chambers, Wickepin  
Wednesday 21 September 2016**

The President declared the meeting open at 3.36pm.

**1. Attendance, Apologies and Leave of Absence (Previously Approved)**

President	Cr JA Russell
Deputy President	Cr WA Astbury
Councillor	Cr FA Allan
Councillor	Cr MG Lang
Councillor	Cr AG Lansdell
Councillor	Cr RE Easton
Councillor	Cr GCL Hinkley – Phone Link-up
Chief Executive Officer	Mr MJ Hook
Deputy Chief Executive Officer	Mrs NA Manton
Manager of Works and Services	Mr P Vlahov
Executive Support Officer	Miss LG Pearson (Minute Taker)
Customer Service Officer	Miss A Turner (Observer)

**Leave of Absence (Previously Approved)**

**Apologies**

Councillor	Cr SJ Martin
------------	--------------

**2. Public Question Time** Nil

Urgent Business

## Urgent Business – Cr Gerri Hinkley – Phone Link-Up Meeting Attendance

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Mark J Hook, Chief Executive Officer  
**File Reference:** GO.CME.1323  
**Author:** Mark J Hook, Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 20 September 2016

**Enclosure / Attachment:** Nil

### Background:

Council has received a request from Cr Gerri Hinkley to attend the 21 September 2016 Council meeting via telephone link-up from 24 Loftus Street, Nedlands Perth WA. A Council resolution by Absolute Majority is required under Section 5.25(ba) of the *Local Government Act 1995* for Councillor Hinkley to attend meetings of Council by telephone link-up.

### Comment:

Council staff attempt to have the Agendas prepared at least a week prior to the Council Meeting. In completing this there will be business of an urgent nature that will arise from time to time.

**Statutory Environment:** *Local Government Act 1995*  
*Shire of Wickepin Standing Orders*

## 5.5 Urgent Business

- 5.5.1** A Councillor may move a motion or ask a question involving urgent business that is not included in the notice paper for that meeting provided that the Presiding Member agrees to the business being raised and the Presiding Member considers that either;
- (a) the urgency of the business is such that the business cannot wait inclusion in the notice paper for the next meeting of the Council or committee; or
  - (b) the delay in referring the business to the next meeting of the Council or committee could have adverse legal or financial implications for the council;
- 5.5.2** Any councillor may move without notice a procedural motion of dissent in respect of the Presiding Members ruling that the business is not worthy of inclusion as urgent business. If the motion of dissent is agreed to at the meeting by the majority of councillors present, the business must then be included as a matter of urgent business.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

### Summary:

Council is being requested to receive a late item to allow Cr Hinkley to attend the 21 September 2016 Ordinary meeting of Council via telephone link-up.

**Recommendation:**

That the presiding Member accepts the late Agenda Item to allow Cr Hinkley to attend the 21 September 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Voting Requirements:** Absolute Majority

**Resolution No 210916-1****Moved Cr Allan / Seconded Cr Astbury**

That the presiding Member accepts the late Agenda Item to allow Cr Hinkley to attend the 21 September 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Carried 6/0**

---

Late Item

## Cr Gerri Hinkley – Phone Link-Up Meeting Attendance

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Mark J Hook, Chief Executive Officer
<b>File Reference:</b>	GO.CME.1323
<b>Author:</b>	Mark J Hook, Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	20 September 2016

---

**Enclosure / Attachment:** Nil

### Background:

Council has received a request from Cr Gerri Hinkley to attend the 21 September 2016 Council meeting via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

### Comment:

Under Section 5.25(ba) of the *Local Government Act 1995* Councillors may attend any meeting of Council via telephone or other conferencing facilities as long as it is a resolution of Council passed by absolute majority allowing them to do so.

For the purposes of Administration Regulation 14A, a person who is not physically present at a council or committee meeting is to be taken to be 'present' (remote participation) if:

- the person is simultaneously in audio contact with each person present at the meeting by telephone or other instantaneous communication means
- the person is in a suitable place (approved by an absolute majority decision of council), and
- the council has approved (by absolute majority decision) the arrangement.

Council cannot grant its approval for remote participation (non-physical attendance) if it means that at more than half of the meetings of the council or the committee in that financial year, the person would be participating 'remotely.'

For a person to have approval for remote participation (non-physical attendance) at a council or a committee meeting, council has to approve (by an absolute majority decision) the suitable place for the person to be physically present during the course of the meeting.

Approval for remote participation at a council or committee meeting can only be given if the elected member is in a suitable place. Council must approve the suitable place by an absolute majority decision and that suitable place must meet the requirements of Administration Regulation 14A(4), and is a place located:

- in a townsite (as defined under section 3(1) of the *Land Administration Act 1997*) or other residential area, and
- 150km or further from the place at which the meeting is to be held, in accordance with the notice calling the meeting.

It is not possible to use *Regulation 14A* to allow an elected member who is outside the State of Western Australia to participate in a meeting.

This is because a 'suitable place' is defined under the *Land Administration Act 1997* which only applies to the State of Western Australia. The department's view is that the definition, 'or other residential area', would have to be interpreted as being limited to a place of the same kind as a 'townsite'.

*Administration Regulation 14B(1)* provides for a council member to be recorded in the minutes of a council meeting as being 'present' if they are prevented from physically attending a council meeting by fire, flood, storm, lightning or other natural disaster as long as they participate by remote attendance. In this instance, this regulation does not depend on the requirement of there being 'a suitable place'.

The member must be continuously and simultaneously in audio contact with each person present at the meeting by telephone or other instantaneous communication means and the member must have the authorisation to be present from the mayor or president, or from the council (simple majority decision).

Cr Hinkley has nominated 24 Loftus Street, Nedlands Perth WA as her nominated place of attendance for the Council meeting. As this is within a Townsite, it complies with *Administration Regulation 14B(1)* and Cr Hinkley needs to be permitted by absolute majority of Council to attend by telephone link-up.

**Statutory Environment:**            *Section 5.25(ba) of the Local Government Act 1995*  
*Administration Regulation 14B(1)*

**Financial Implications:**        Nil

**Policy Implications:**            Nil

**Strategic Implications:**        Nil

**Summary:**

Council is being requested to allow Cr Hinkley to attend the 21 September 2016 Ordinary meeting of Council via telephone link-up.

**Recommendation:**

That Council allow Cr Hinkley to attend the 21 September 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Voting Requirements:**            Absolute majority

**Resolution No 210916-2**

**Moved Cr Lansdell / Seconded Cr Easton**

That Council allow Cr Hinkley to attend the 21 September 2016 Ordinary meeting of Council via telephone link-up from 24 Loftus Street, Nedlands Perth WA.

**Carried 6/0**

3. **Applications for Leave of Absence/Apologies**

4. **Petitions, Memorials and Deputations**

5. **Declarations of Councillor's and Officer's Interest**

Item	Item Title	Councillor/Officer	Interest	Reason
10.1.03	Request for RAV 4 Review	Cr Julie Russell	Proximity	Owens land adjacent to road reserve.
10.1.03	Request for RAV 4 Review	Cr Grayden Lang	Proximity	Owens land adjacent to road reserve.
10.1.03	Request for RAV 4 Review	Cr Wes Astbury	Proximity	Owens land adjacent to road reserve.

6. **Confirmation of Minutes – Ordinary Meeting of Council – 17 August 2016**

**Resolution No 210916-3**

**Moved Cr Astbury / Seconded Cr Lang**

That the minutes of the Ordinary Council meeting held on Wednesday 17 August 2016 be confirmed as a true and correct record.

**Carried 7/0**

7. **Receival of Minutes**

---

Receival of Minutes

## 7.1 Townscape and Cultural Planning Committee

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Leah Pearson, Executive Support Officer
<b>File Reference:</b>	CR.MEE.206
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	14 September 2016

---

### Enclosure / Attachment:

Minutes of the Townscape and Cultural Planning Committee meeting held on Wednesday 14 September 2016.

### Background:

The Townscape and Cultural Planning Committee meeting was held on Wednesday 14 September 2016.

### Comment:

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meetings to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

### Statutory Environment:

*Section 5.22 of the Local Government Act 1995* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

### Recommendation:

That the Minutes of the Townscape and Cultural Planning Committee meeting held on Wednesday 14 September 2016 be received.

**Voting Requirements:** Simple majority.

## Resolution No 210916-4

### Moved Cr Allan / Seconded Cr Easton

That the Minutes of the Townscape and Cultural Planning Committee meeting held on Wednesday 14 September 2016 be received.

**Carried 7/0**

## 8. Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc).

Item	Subject/Action	Officer/ File	Progress	Status	Comment
745-170816-06	Application for Extension of Outbuilding – Lot 42, 9 Moss Parade, Wickepin	CEO	That Council: <ol style="list-style-type: none"> <li>1. Approved the oversized 31m2 Colorbond extension to the outbuilding located on the side boundary of Lot 42 House, 9 Moss Parade, Wickepin;</li> <li>2. The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and shall not be used for any habitable, commercial or industrial purposes; and</li> <li>3. A Building Permit be issued for the dwelling prior to construction.</li> </ol>	✓	Letter sent 18/08/2016.
746-170816-08	Bush Fire Control 2016/2017	CEO	<ol style="list-style-type: none"> <li>1. That Dave Stacey be appointed as the Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;</li> <li>2. That Roger Butler be appointed as the Deputy Chief Bush Fire Control Officer of the Shire of Wickepin for the 2016/2017 bush fire season;</li> <li>3. That the following persons are appointed as Fire Control Officers/Bush Fire Radio Operators and Fire Weather Instrument Officers of the Shire of Wickepin for the 2015/2016 bush fire season: <ul style="list-style-type: none"> <li>- Wes Astbury</li> <li>- Tim Heffernan</li> <li>- Lachlan White</li> <li>- Daniel White</li> <li>- Steve Rose</li> <li>- Keith Parnell</li> <li>- Rex Bergin</li> <li>- Phillip Russell</li> <li>- Roger Butler</li> <li>- Peter Stacey</li> <li>- Colin Coxon</li> <li>- David Stacey</li> <li>- Gordon McDougall</li> <li>- Jimmy Hamilton</li> <li>- Trevor Leeson</li> <li>- Mark Hook</li> </ul> </li> <li>4. That the following persons be appointed as Clover Permit Issuing Officers for the 2016/2017 fire season: <ul style="list-style-type: none"> <li>- Steve Rose</li> <li>- Wes Astbury</li> </ul> </li> <li>5. That the following persons be appointed as Dual Fire Control Officers for the 2016/2017 fire season: <ul style="list-style-type: none"> <li>- David Stacey, Peter Stacey &amp; Colin Coxon Shire of Corrigin</li> <li>- Rex Bergin, Lachlan White &amp; Phillip Russell, Trevor Leeson Shire of Narrogin</li> <li>- Steve Rose, Rex Bergin &amp; Roger Butler, Trevor Leeson Shire of Cuballing</li> <li>- Gordon McDougal &amp; Wes Astbury Shire of Dumbleyung</li> </ul> </li> </ol>	✓	No further action required.

Item	Subject/Action	Officer/ File	Progress	Status	Comment
			<ul style="list-style-type: none"> <li>- Lachlan White &amp; Daniel White Shire of Wagin</li> <li>- Roger Butler, Colin Coxon, &amp; Steve Rose Shire of Pingelly</li> <li>- Wes Astbury, Colin Coxon &amp; David Stacey Shire of Kulin</li> </ul> <p>6. That the following fire break order and burning periods be endorsed for the 2016/2017 season:</p> <p><b>Bush Fires Act 1954</b> <b>Shire of Wickepin</b> <b>Annual Firebreak Notice 2016/2017</b></p> <p>Action is required by owners and/or occupiers of all land in the Shire of Wickepin. Please read this notice carefully. Any queries should be directed to the Shire of Wickepin Administration Centre of Local Shire Bush Fire Control Officer.</p> <p>Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2015 and thereafter to 28 April 2016 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows:</p> <p><b>Rural Land</b></p> <p>Inside the boundary of all land held by each owner or occupier, their firebreaks need not follow the perimeter of any paddock but will be acceptable following land contours in an endeavour to overcome water erosion;</p> <p>To subdivide each holding into lots of no greater than 200 hectares; and</p> <p>To surround the homestead, out buildings and fuel storages on any such land.</p> <p><b>Townsite Land</b></p> <p>All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty not more than \$400.</p> <p><b>Clearing of Fence Lines</b></p> <p>When clearing for new fence lines, landholders are asked to consider locating the fence three (3) metres inside their boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place their fence on the boundary, they may clear no more than one (1) metre beyond their boundary. This may be varied in special circumstances at the discretion of the CEO and Manager Works &amp; Services. Any timber removed from the road reserve is to be pushed onto the owner's property.</p> <p><b>Fencing of Road Reserves</b></p> <p>Council encourages farmers to fence off road reserves running through their properties to protect trees on these reserves and to allow new growth of vegetation.</p> <p><b>Burning on Roadsides</b></p> <p>Should property owners wish to carry out burning of the road reserve adjacent to their property, it is necessary to obtain council approval prior to any burning taking place.</p> <p><b>Burning Periods</b></p> <p>Restricted Burning – 1 October 2016 to 13 November 2016;</p> <p>Prohibited Burning – 14 November 2016 to 7 February 2017;</p> <p>Restricted Burning – 8 February 2017 to 14 April 2017</p> <p><b>Harvest and Fire Ban 2016/2017 Season</b></p> <p>Harvesting is banned on Christmas Day and New Years Day</p> <p>Lighting of fires are banned on Good Friday and Easter Sunday</p>		

Item	Subject/Action	Officer/ File	Progress	Status	Comment
747- 170816-09	BOKA Holdings Pty Ltd – Planning Approval additional grain storage	CEO	<p>That Council grant formal planning consent to BOKA Holdings for two open bulkheads to allow for an additional 60,000 tonne of grain storage upon Lot 301 Plan Diagram DP41864 Volume 2227 Folio 457 Area subject to compliance with the following:</p> <ol style="list-style-type: none"> <li>1. Development shall be in accordance with the attached application dated 27<sup>th</sup> July 2016 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed application shall not be modified or altered without the prior written approval of the local government.</li> <li>2. The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.</li> <li>3. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.</li> <li>4. That any road network upgrades required by Main Roads or the Shire of Wickepin into the CBH Receival Point to be at the land owners cost.</li> <li>5. Should the application require clearing of remnant vegetation the applicant shall liaise with the Department of Environment and Conservation to obtain the necessary approvals.</li> </ol> <p>This approval is valid for a period of two (2) years from the date of approval and will deemed to have lapsed if the development has not substantially commenced before the expiration of this period.</p>	✓	Letters sent 19/08/2016.
748- 170816-10	Wickepin Hotel & Harvest Café - Signage	CEO	That this matter lay on the table until more information on the advertising signage locations has been provided by the applicant.	○	Letter sent 18/08/2016
749- 170816-11	Planning Application Garden Nursery Centre – Lot 45 Connor Street Yealering	CEO	<p>That an Annual Permit be issued to Selena Ruffles for the operation of a Home Business (Garden Nursery Centre) at Lot 45 (18) Connor Street Yealering, with the following conditions:</p> <ol style="list-style-type: none"> <li>1. Issuing of an annual licence due 1<sup>st</sup> July of each year</li> <li>2. does not employ more than 2 people not members of the occupier's household;</li> <li>3. will not cause injury to or adversely affect the amenity of the neighbourhood;</li> <li>4. does not occupy an area greater than 50 square metres;</li> <li>5. in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and</li> <li>6. does not involve the use of an essential service of greater capacity than normally required in the zone.</li> </ol>	✓	Letter sent 19/08/2016.
750- 170816-12	Budget Adoption 2016/2017	CEO	PART A – MUNICIPAL FUND BUDGET FOR 2016/2017	✓	Sent budget to the Department of Local

Item	Subject/Action	Officer/ File	Progress	Status	Comment
					Government 18/08/2016.
751- 170816-13	Budget Adoption 2016/2017	CEO	PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS	✓	
752- 170816-14	Budget Adoption 2016/2017	CEO	PART C – GENERAL FEES AND CHARGES FOR 2016/2017	✓	
753- 170816-15	Budget Adoption 2016/2017	CEO	PART D – OTHER STATUTORY FEES FOR 2016/2017	✓	
754- 170816-16	Budget Adoption 2016/2017	CEO	PART E – ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2016/2017	✓	
755- 170816-17	Budget Adoption 2016/2017	CEO	PART F – MATERIAL VARIANCE REPORTING FOR 2016/2017	✓	
756- 170816-18	Budget Adoption 2016/2017	CEO	PART G – ROADWORKS PROGRAM FOR 2016/2017 ADOPTION	✓	

**If not noted, please insert numbers of items once attended to and return sheet to CEO.**

○ = in progress    ✓ = completed    ✕ =superseded

**9. Notice of Motions of Which Notice Has Been Given**

**10. Receipt of Reports & Consideration of Recommendations**

---

Technical Services

### 10.1.01 – Manager Works and Services Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Peter Vlahov, Manager Works & Services
<b>File Reference:</b>	CM.REP.1
<b>Author:</b>	Peter Vlahov, Manager Works & Services
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	14 September 2016

---

**Enclosure / Attachment:** Nil

**Background:** Monthly report submitted from Manager of Works & Services, Mr Peter Vlahov.

**Comment:** Not applicable.

#### Programmed Construction Works

- The Blackspot project located on Malyalling Road and Mutton Road has been completed.
- Clearing work has been completed on the Regional Road Group project located on the Pingelly Road.
- Gravel sheeting is now in progress on the R2R project on Aileen Road.
- Tenders for the bitumen service will close on Friday the 16<sup>th</sup> September.
- Obtain quotations for fencing at the Wickepin refuse site.
- Obtain quotations for fencing at the shire depot (Depot improvement Budget).

#### Plant Replacement

- Plant replacement tenders for a multi tired roller and a six wheel tip truck will close on Friday 16<sup>th</sup> September.
- Two quotations have been received for the purchase of a new four axle dog trailer.

QUOTATION 1 – Terry Brown and Co

EVERLAND HOLDINGS (ACN:- 066 807 609) TRADING AS:-

**TERRY BROWN AND CO****90 Tudhoe Street WAGIN WA 6315****Telephone: (08) 9861 1222 Fax: (08) 9861 1775***General Engineering and Sheetmetal Fabrication  
Agent for Steelmark - Eagle & Globe*

Lic no MRB3663

Shire of Wickepin  
Wogolin Road16/08/16  
Atten Peter Valahov  
Quote

8Wheel side tipping Dog Trailer 20 cubic metres  
Bowl 5mm Hardox  
Main lift rams 152mm  
Contol valve  
K/hitch axles  
K/hitch Susspension (8 leaf)  
K/hitch turntable  
Westinghouse brakes  
Holland 50mm drawbar eye  
17 x tubless tyres & rims  
Spare tyre rack  
Access ladders  
Stretch guards front & rear axles  
LED lighting  
Mudflaps  
Shire name on sides  
Safety signs to rear  
Blasted  
Painted 2/pack U/coat & t/coat

Total Price \$99,680.00 + GST

Regards Lionel Brookes

Quote valid for 60 days

QUOTATION 2 – Bruce Rock Engineering

 <p><b>BRUCE ROCK ENGINEERING</b></p> <p><u>Date</u> 15/08/2016</p> <p><u>Trading Name</u> Shire of Wickepin</p> <p><u>Address</u> Wickepin WA</p> <p><u>Contact person</u> Peter Vlahov</p> <p><u>Job details</u> -To design, manufacture and supply one Four Axle Bruce Rock Engineering 'EVOLUTION' lead side tipping Dog trailer with the following equipment and features:</p> <ul style="list-style-type: none"> <li>-K Hitch, drum brake, enclosed cam, cambered, 10/285 axles</li> <li>-K-Hitch 2.4m overslung 9 leaf mechanical suspension</li> <li>- Dual Height Drawbar with Air Electrical and Hydraulic lines.</li> <li>- 90mm Ball race</li> <li>-21 off steel silver 10/285 rims with 11R 22.5 Continental/ General RA tyres</li> <li>-Dual spare tyre carrier</li> <li>-WABCO ABS/EBS 24V braking system ADR 38/04</li> <li>-Yard release valve fitted</li> <li>-Fully auto-fabricated Domex 700 ultra-high tensile chassis guaranteeing strength and appearance</li> <li>-BRE 'EVOLUTION' series 4.0mm Hardox 450 body (8.0m long, 2.49m wide 1.1m high) 21.5 cubic meters' capacity</li> <li>-Body full rubber mounted on chassis</li> <li>-Top rails and splash boards etc on 45° for ease of cleaning and</li> </ul>	<p style="text-align: center;">SPECIALISTS IN ROAD TRANSPORT EQUIPMENT <b>DESIGN + MANUFACTURING</b></p> <p>product run off.</p> <ul style="list-style-type: none"> <li>-'Knife' type door-to-post ends and door pivot, to prevent product build up and damage to door hinge</li> <li>-Greaseless 'ball and cup' body tipping pivots, allowing 360° rotation and less maintenance</li> <li>-Door pivot of "bar and bush "type</li> <li>-Hella LED lights to ADR standard with Dangerous Goods E-Max wiring harness- 'plug and play'</li> <li>-Double acting hydraulic tip (5.0") and door (3.0") cylinders with air remote operation from truck cab and manual over-ride from L/H side of trailer</li> <li>-Air control lines to control tipping operations operation</li> <li>-Hydraulic system protected with a 25-micron high pressure filter, flow divider to body and door circuit</li> <li>-48° tip angle with tip cylinders' reverse mounted to prevent seal damage, remote grease lines to RH side of trailer</li> <li>-Complete reinforced 'BRC Rollguard' mudguards and moulded rubber flaps on 10° angle to allow product run off.</li> <li>-Body and chassis abrasive blasted to class 2.5, epoxy primed and two pack top coated to your colour specifications</li> <li>-Rear loader push points</li> <li>-Hub odometer</li> <li>-Laser wheel alignment</li> </ul> <p style="text-align: right;"><b><u>Tare weight 9.0 t approx.</u></b></p>
---	--

Unit Price \$ 107.000 plus GSTNil Registration and stamp duty costs includedOptions Plus GSTRoll Tarp Manual operation \$4200Hydraulic Lid Truck cab controlled \$7000Retractable Tarp Manual operation \$6800

Please review the specification and proposal at your convenience.  
We will be happy to assist with further information or any changes required.

Kind Regards,

Lee

**Lee Maddison**  
Sales Manager  
0488 083 228

Should you wish to alter this quote, a new quote document is to be completed and signed.

Accepted by \_\_\_\_\_

On accepting this quote a deposit of 20% is required prior to commencement of the job.

A signed form is to be retained by the client and Bruce Rock Engineering

See TERMS AND CONDITIONS OF SALE (attached).

(Company Directors - By signing this document as a Director you are personally guaranteeing payment if the company is unable to make payment.)

QUOTATION 3 – Duraquip – Item was tabled***SPECIFICATIONS – HaulPro 20m<sup>3</sup> SIDE TIPPER – CODE 16226***

<b>LENGTH –</b>	8.78m (TBC with GA Drawing upon ordering)
<b>BOWL LENGTH-</b>	7.2m (inside end panels)
<b>WIDTH –</b>	2.49m
<b>TARE –</b>	8.0 t (est.)
<b>CAPACITY –</b>	20m <sup>3</sup>
<b>CHASSIS –</b>	The chassis is constructed from 350 Grade flanges and mild steel.
<b>BODY –</b>	The body skin and door shall be constructed from <u>5mm Hardox</u> , and fitted with RHS Coamings. Door is attached and hinged by <i>greaseless</i> , replaceable, nylon segments with SS pin insert with greasable steel pin and bush assemblies, one at either end. Door operated by hydraulic cylinder at each end, cylinders fitted with overcentre valves, plumbed into raise / lower circuit.
<b>SUSPENSION –</b>	Tandem-axle K-Hitch 9-Leaf spring suspension, overslung, 1385mm spread.
<b>AXLES –</b>	K-Hitch, Drumbrake, 10/285 Hubs.
<b>LUBRICATION –</b>	Upper grease points to have lines fitted and plumbed into multi point banks front and rear of trailer.
<b>RIMS &amp; TYRES –</b>	9 of) 8.25" x 22.5" steel rims with 11R 22.5 trailer tyres.
<b>BRAKE KIT –</b>	ABC Roadtrain kit complete with yard release to ADR requirements.
<b>HYDRAULICS –</b>	2 of double acting single stage 5" lift cylinders, and two of double acting 3.5" door cylinders plumbed thru sequencing valve actuated via air operated single spool double acting valve. Complete with hose kit. Legris brand (conduited) airlines to control hydraulic valve. Road Train ready, with diverter tap mounted midway along trailer and accessible from the outside left of the chassis.
<b>KING PIN –</b>	Clevis plates only for direct couple to pedestals on dolly ballrace.
<b>LANDING LEGS –</b>	K-Hitch two speed manual wind up legs.
<b>REAR COUPLING –</b>	Nil. Mount plate included.
<b>TYRE RACK –</b>	1 x dual spare wheel carrier fitted. (1x spare included as per above).
<b>MUDGUARDS –</b>	Mudguards are of suspended PVC belting type, spring tensioned. 12 degree angle to shed spilt product.

***SPECIFICATIONS – HaulPro 20m<sup>3</sup> SIDE TIPPER – CODE 16226 (continued)***

<b>ELECTRICAL –</b>	L.E.D. side marker and tail lamps, all wiring in conduit. Wired through for rear trailer.
<b>BLAST &amp; PAINT –</b>	Chassis single colour and exterior of body single colour. Fully blasted, primed with 2-Pak and top coated with 2-Pak to client colour requirement. Sign writing extra.
<b>TARP -</b>	Nil.
<b>LICENSING -</b>	12 Months included.
<b>WATERTANK-</b>	Optional.
<b>TOOLBOX -</b>	Optional.

**SPECIFICATIONS – TANDEM AXLE DOLLY – CODE 16227**

<b>WIDTH –</b>	2.49m
<b>TARE –</b>	2.6 t (est)
<b>CHASSIS –</b>	The chassis is constructed from 350 and 250 grade steel.
<b>SUSPENSION –</b>	K-Hitch 9 Leaf underslung, 1385mm spread.
<b>AXLES –</b>	K-Hitch parallel bearing drum brake, 10stud, 285 pcd.
<b>RIMS &amp; TYRES –</b>	8 of 11R22.5 tyres with steel 10 stud 285 pcd rims.
<b>BRAKE KIT –</b>	Roadtrain kit complete with LSV & yard release to ADR requirements.
<b>5<sup>th</sup> WHEEL-</b>	Pedestals only mounted on 90mm K-Hitch ballrace.
<b>MUDGUARDS –</b>	Spring tensioned pvc belting style guards. All Brackets are bolt on style for ease of repair or replacement if and when damaged.
<b>ELECTRICAL –</b>	L.E.D. side marker and tail lamps, wiring in braided harness with sealed quick connect plugs.
<b>BLAST &amp; PAINT –</b>	Fully blasted, primed with 2-Pak and top coated with 2-Pak, single colour to client requirement
<b>HYDRAULICS -</b>	Supply and return lines across drawbar.
<b>LUBRICATION –</b>	Grease points fitted where required includes remote grease to ballrace.
<b>LICENSING -</b>	12 months included.

**PRICING**

Side tipper price as per code 16226.....\$88,350.00 plus GST per unit.

Fixed tandem Dolly price as per code 16227.....\$24,400.00 plus GST per unit.

**TOTAL PRICE INCLUDING GST.....\$124,025.00**

<b>LEAD TIME-</b>	10 – 12 weeks from date of order. (Subject to Hardox and other componentry availability at the time of order)
<b>FREIGHT -</b>	Ex Gnowangerup yard.
<b>PAYMENT -</b>	20% deposit with signed order. Full payment to be made before any goods can be dispatched from our Gnowangerup factory.
<b>QUOTE VALIDITY</b>	–Quotation remains valid and capable of acceptance only for a period of 30 days from date hereof. If quotation is acceptable a quotation/order form with Duraquip terms & conditions will be forwarded for signing on behalf of Shire of Wickepin.
<b>WARRANTY -</b>	Duraquip warrants its fabricated parts and components for a period of 12 months from the date of delivery. All externally sourced parts, such as the suspension, axles, hoists etc. are subject to any warranty offered by the respective suppliers. Duraquip assumes no liability in respect to such parts but would assist in resolving any warranty claims against suppliers of any externally sourced parts and components.

Should you have any queries we will be pleased to answer them.

Kind Regards and thank you for the opportunity to quote,

Dave Dixon.

Better quality build.  
 Laser alignment.  
 One piece bowl meaning no build up of material.  
 Back up and service is better with workshops in Perth and Bruce Rock.  
 Delivery time was faster.

Replacement of Manager of Works vehicle

Prices have been received from various suppliers.

Original

## QUOTATION

50

**EDWARDS HOLDEN**  
 126 FEDERAL STREET  
 NARROGIN 8312  
 PHONE: 9881 5555 FAX: 9881 5500

DATE 31/08/2016

FROM \_\_\_\_\_

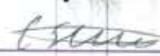
TO Shire of Wickepin

WE HAVE PLEASURE IN SUBMITTING THE FOLLOWING QUOTATION FOR YOUR CONSIDERATION:

1x New MY 2017 Holden LTZ	\$39,320	60
Colorado, Auto, dual cab		
plus accessories		
- leather seats	1100	-
- towing package	950	-
- Alloy nudge bar	820	-
- tint	400	-
- rubber mats	200	-
- ARB canopy	3700	-
- spot lights	800	-
- load mat	250	-
- 12V plug	280	-
sub-total	\$47,920	60
less trade 2014 LTZ Colorado		
@ 94,500 km	- 27,920	60
Total charge over inc GST	\$20,000	-

With Thanks

THIS QUOTATION IS VALID UNTIL: \_\_\_\_\_

**Coby Stevens**  
  
 SIGNATURE

\$ 3,600



**INGREY FORD PTY LTD**

12-14 Federal Street (PO Box 464), Narrogin, WA 8312 - A.B.N. 60263885048  
 Phone (08) 9881 1033 - Fax (08) 9881 1209 - Email: ingadmin@ingreys.com.au  
 Ford, Nissan, Mitsubishi - Sivan, Lely Equipment, Deutz & Kioti-Daedong  
 Website: www.ingreys.com.au

Shire Of Wickiepin  
 P O Box 19  
 WICKIEPIN  
 WA 8370  
 (A.B.N. 35562596978)

8th July 2016  
 A.B.N. 60263885048

Phone: Business 9888 1005  
 Mobile 0639882871  
 Fax 9888 1074  
 e-mail work@wickiepin.wa.gov.au

Dear Peter,

RE: VEHICLE QUOTATION - 06/07/16  
 Ref 20183002V-1 prepared by Grant Chapman

Please be assured of our continued service. Should you require further assistance or clarification of this quotation, please call (08) 9881 1033.

VEHICLE:	NEW FORD RANGER 2015.00 DOUBLE PU	\$41,681.82
	3.2ltr CRD 147KM/4700M	
	6 SPEED FLOOR AUTO 4X4	
	-----	
	Base Total.....	\$41,681.82
OPTIONS:	COOL WHITE	
	C-PENTA P	
ACCESSORIES:	Ford Alloy Nudge Bar	\$772.73
	Arb Canopy	\$2,500.00
	Light Force Spot Light	\$700.00
INCIDENTALS:	Dealer Delivery	\$1,400.00
	-----	
	Sub-Total before G.S.T.....	\$47,054.55
	G.S.T. Payable.....	\$4,795.45
	Vehicle inclusive of G.S.T..	\$51,760.00

GST NOT APPL: License At Shires Cost

-----

Total before Trade..... \$51,760.00

TRADE-IN(s): WK703 14 RG HOLDEN COLORADO \$26,500.00  
 90000km ~~2409~~

-----

V.I.N. PMJ148KDEHS39752 \$2,409.00  
 Manufacture Date 06/14  
 Compliance Date 7/14  
 Odometer Reading 90,000 kms

-----

BALANCE PAYABLE \$25,360.00

-----

A competitive finance package can be tailored to suit your specific requirements. To avail yourself of this service, please contact our Business Manager, Tom Pollard, on the above number. Conditions apply.

Yours faithfully,

Grant Chapman

NEXT \$ 23,000

\$ 26,500

\$ 12,320

\$ 26,500

GST INC \$ 24,090

The Holden Colorado supplied by Edwards Holden is within budget and will be suitable. The new model Colorado represents good value for money and Holden has fixed issues with previous models, improved steering, cabin controls, suspension and engine performance.

## **Maintenance Works**

- Install culvert pipe in Curlew Way to alleviate drainage problem.
- Prepare sports facility for the football grand final.
- Begin preparations for the Art Prize, Cemetery Opening, Harrismith Photo Competition, Horse and Cart Day and Market Day. Also prepare sales yards for the upcoming sheep sale.
- Refuse sites maintenance.
- Abandoned vehicle collections.
- Bitumen patching all sealed roads.
- Maintenance grade all gravel shoulders on all sealed roads.
- Maintenance grade various gravel roads.
- Install and or repair various road signs throughout shire.
- Various tree pruning.
- Ongoing general maintenance including buildings, roads, refuse sites and other infrastructure.
- Prices have been received for the pruning of three trees which have been listed by Western Power as within the danger zone proximity to power lines.

## **Occupational Health and Safety**

- Training courses have been completed by the staff in vehicle restraint, chainsaw operation, manual handling and concrete quick cut saw safety.

## **Workshop**

- General ongoing servicing and minor repairs.
- Assist with building maintenance and general maintenance issues.
- Major service for Cat Grader WK 813.
- Assist with grand final preparations.

## **Parks and Gardens**

- Sweep streets
- General mowing, pruning and slashing.
- Rural roads verge spraying and slashing
- Oval mowing and maintenance.
- Street tree planting.
- Tree stump removal.
- Cemeteries maintenance including the Pioneer cemetery.
- Extra verge spraying. Staff have concentrated on weed control on town verges and parks.
- Tree pruning under power lines.
- Extra caltrop spraying at sales yards.
- Extra effort was put into the oval for the grand final.
- The rear lawn was replaced at the CEO residence.

**Statutory Environment:** Local Government Act 1995.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

**Summary:** Not applicable.

**Recommendation:**

1. That Council notes the report from the Manager of Works and Services dated 14 September 2016.
2. That Council purchase the four axle dog trailer from Bruce Rock Engineering for \$107,000 excluding GST. (budget \$100,000)
3. That Council uses the savings from the plant replacement budget to fund the \$7000 over budget expenditure.
4. That Council purchase the Holden Colorado from Edwards Holden for \$18,181.182 excluding GST. (budget \$23,000 excluding GST).

**Voting Requirements:** Simple majority

**Resolution No 210916-5**

**Moved Cr Lang / Seconded Cr Allan**

That Council notes the report from the Manager of Works and Services dated 14 September 2016.

**Carried 7/0**

3.58pm – MWS Peter Vlahov departed the Chambers.

4.01pm – MWS Peter Vlahov returned to the Chambers.

**Resolution No 210916-6**

**Moved Cr Lang / Seconded Cr Astbury**

That Council purchase the four axle dog trailer from Bruce Rock Engineering for \$107,000 excluding GST.

**Carried 7/0**

**Resolution No 210916-7**

**Moved Cr Astbury / Seconded Cr Lansdell**

That Council purchase a white Holden Colorado from Edwards Holden for up to \$18,181 excluding GST.

**Carried 7/0**

*The resolution differed from the officer's recommendation as Council felt that the Agenda items should be dealt with separately.*

*Council also felt that it was not required to specify where the over expenditure was being taken from.*

---

Technical Services

## 10.1.02 – Secondary Freight Routes in the Wheatbelt

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	RDA Wheatbelt
<b>File Reference:</b>	RD.Mee.2609
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	7 September 2016

---

**Enclosure / Attachment:** Nil

### Background:

Sustainably funding the road network to meet the needs of industry and the community is a key issue for rural Local Governments in Western Australia. The councillors and senior staff from local governments in the Wheatbelt region have recently invested a significant amount of work to identify a network of secondary freight routes, which provide the infrastructure necessary to enable transport the majority of road freight to (as opposed to through) the region. This is the first stage of a project being led by the Wheatbelt North and Wheatbelt South Regional Road Groups to attract and focus additional funding to maintain the infrastructure necessary to support the freight task in the regions. The identified secondary freight routes will now be mapped and assessed against existing Restricted Access Vehicle (RAV) networks and commodity specific studies such as the work on agricultural lime and grain movement.

Further technical assessment of the identified Secondary Freight Routes against the requirements for movement of Restricted Access Vehicles will enable local governments to prioritise, scope and cost the work that would be required to provide a secondary freight network at the required level of service. It is proposed that this will be followed by the development of a business case for funding.

The Regional Road Groups are being supported by Main Roads WA, WA Local Government Association, Wheatbelt Development Commission and Regional Development Australia Wheatbelt Inc (RDA) in delivering this work. The opportunity to seek funding for the next stage of this project from the State Government through the Regional Grants Scheme (Royalties for Regions) has been identified. Applications for funding in the current round close on 20 September 2016. RDA Wheatbelt has offered to administer the funding on behalf of the 42 Local Governments in the region, relieving any individual Local Government of this work.

### Comment:

The Secondary Freight Routes project will assist in the mapping and assessment of the existing Restricted Access Vehicle (RAV) networks and commodity specific studies such as the work on agricultural lime and grain movement.

RDA Wheatbelt will prepare a grant application on behalf of the Wheatbelt North and Wheatbelt South Regional Road Groups for approximately \$300,000 to assess some 80 freight routes. This project aims to address the backlog in the assessment of the RAV network and enable local governments to prioritise, scope and cost the work that would be required to bring the secondary freight routes up to the required level of service.

At the recently Regional Road Group meeting the local governments in the Wheatbelt Region supported the proposal and agreed to provide a letter of support, along with a commitment of approximately \$2000 from each local government.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** up to \$2,000

**Strategic Implications:**

Strategic Community Plan Theme 1 - To Develop and Maintain Quality Services and Infrastructure:

A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

**Summary:**

RDA Wheatbelt has requested a letter of support from the Shire of Wickepin and commitment of approximately \$2,000 to support a project to map and assess the existing RAV network.

**Recommendation:**

That the Shire of Wickepin support the Secondary Freight Routes in the Wheatbelt project being undertaken by RDA Wheatbelt and agrees to provide a letter of support as well as a contribution of up to \$2,000 towards the mapping and assessment of the RAV network.

**Voting Requirements:** Simple majority

**Resolution No 210916-8**

**Moved Cr Lang / Seconded Cr Lansdell**

That the Shire of Wickepin support the Secondary Freight Routes in the Wheatbelt project being undertaken by RDA Wheatbelt and agrees to provide a letter of support as well as a contribution of up to \$2,000 towards the mapping and assessment of the RAV network.

**Carried 7/0**

4.42pm – Aleeha Turner departed the Chambers.

4.43pm – Cr Lang departed the meeting due to declaring a proximity interest; Owns land adjacent to road reserve.

4.43pm – Cr Russell departed the meeting due to declaring a proximity interest; Owns land adjacent to road reserve.

4.43pm – Cr Astbury departed the meeting due to declaring a proximity interest; Owns land adjacent to road reserve.

---

Technical Services

### 10.1.03 – Request for RAV 4 Review

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Pascal Felix, Heavy Vehicle Services, Main Roads WA
<b>File Reference:</b>	GR.SL.1446
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	15 September 2016

---

**Enclosure / Attachment:** Nil

#### Background:

Main Roads Heavy Vehicle Services (HVS) met recently with representatives of Local Governments and the Transport Industry to discuss the Restricted Access Vehicle (RAV) route assessment process and access issues, particularly with regards to the upcoming harvest and projections of a bumper crop.

To assist Local Governments facilitate the transport task required for the 2016 harvest, Main Roads can, upon request, upgrade roads currently approved for RAV Networks 2 and 3 to RAV Network 4. Please note, where bridge structures are identified along existing RAV Network 2 or 3 roads, a bridge assessment must be conducted before the RAV Network rating can be increased.

The current RAV ratings within the Shire of Wickepin can be reviewed using the Main Roads RAV Mapping Tool: <https://www.mainroads.wa.gov.au/UsingRoads/HeavyVehicles/Pages/rav.aspx>

Main Roads Heavy Vehicle Services has requested that the Shire of Wickepin review the roads listed in the table below and endorse the upgrade from RAV 2 and 3 to RAV 4.

Road_No	Road_Name	SLK_From	SLK_To	Current Network	From_Intersection	To_Intersection
4290160	INKIEPINKIE RD	1.71	4.73	3	ROSE RD & INKIEPINKIE RD	PINGELLY - WICKEPIN RD & GREEN RD & INKIEPINKIE RD
4290157	WICKEPIN - HARRISMITH RD	0	10.48	3	DUMBLEYUNG RD WHYTE RD COLLINS ST	LGA BOUNDARY
4290156	COLLINS ST	0	0.58	2	WOGOLIN RD	DUMBLEYUNG RD
4290144	MCLEAN RD	0	3.22	3	NARROGIN - KONDININ & MCLEAN RD	JAGO RD & MCLEAN RD
4290107	CAMPBELL ST	0	0.58	3	NARROGIN - KONDININ (M038)	WHYTE RD
4290072	SPRIGG RD	0	8.29	3	NARROGIN - KONDININ & SPRIGG RD	HENDERSON RD & SPRIGG RD
4290047	ELSONS RD	0	11.18	3	RD NO 7 LOC 9670	KULIN LGA BOUNDARY
4290040	MURRAY RD	0	3.44	3	TINCURRIN RD & MURRAY RD	SUCKROO RD
4290033	ELSINORE RD	0	15.07	3	HENDERSON RD NO.31	RABBIT PROOF FENCE RD NO.150
4290032	HEFFERNAN RD	0	5.53	3	EIGHTY SIX GATE RD NO.13	NARROGIN - KONDININ RD
4290014	KIRK ROCK RD	0	23.46	3	ELSEGOOD RD & YEALERING - KULIN RD	MALYALLING EAST RD & WICKEPIN - CORRIGIN RD
4290011	TINCURRIN NORTH RD	5.98	14.99	3	WICKEPIN - HARRISMITH RD	HELM RD & WOGOLIN SOUTH RD
4290007	YEALERING SOUTH EAST RD	0	19.96	3	LAKE RD	EIGHTY SIX GATE RD NO 13
4290003	PINGELLY - WICKEPIN RD	0	24.88	3	LGA BOUNDARY	WILLIAMS - KONDININ RD

**Comment:**

RAV 2 and 3 ratings allow for a truck/trailer combination up to 27.5 metres in length. A RAV 4 combination, although having a maximum length of 27.5m, has more axles and can carry more weight (up to a gross mass of 87.5 tonnes). It is possible to lift the RAV ratings 2 and 3 up to RAV 4 providing the road system in the Shire of Wickepin has structures and bridges that can carry the extra weight.

The roads on the table above do not have bridges, and so the RAV rating on all Shire of Wickepin roads can be lifted up to RAV 4 in the minimum time frame as a desktop exercise.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** No cost to Council

**Strategic Implications:**

Theme 1 – To Develop and Maintain Quality Services and Infrastructure

Outcome: A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

**Summary:**

Council is being requested to review several roads in the Shire of Wickepin that are currently on the RAV 2 and 3 network with the view to upgrading them to a RAV 4 classification.

**Recommendation**

That Council endorse the upgrade of the following roads to RAV 4 classification.

Road_No	Road_Name	SLK_From	SLK_To	Current Network	From_Intersection	To_Intersection
4290160	INKIEPINKIE RD	1.71	4.73	3	ROSE RD & INKIEPINKIE RD	PINGELLY - WICKEPIN RD & GREEN RD & INKIEPINKIE RD
4290157	WICKEPIN - HARRISMITH RD	0	10.48	3	DUMBLEYUNG RD WHYTE RD COLLINS ST	LGA BOUNDARY
4290156	COLLINS ST	0	0.58	2	WOGOLIN RD	DUMBLEYUNG RD
4290144	MCLEAN RD	0	3.22	3	NARROGIN - KONDININ & MCLEAN RD	JAGO RD & MCLEAN RD
4290107	CAMPBELL ST	0	0.58	3	NARROGIN - KONDININ (M038)	WHYTE RD
4290072	SPRIGG RD	0	8.29	3	NARROGIN - KONDININ & SPRIGG RD	HENDERSON RD & SPRIGG RD
4290047	ELSONS RD	0	11.18	3	RD NO 7 LOC 9670	KULIN LGA BOUNDARY
4290040	MURRAY RD	0	3.44	3	TINCURRIN RD & MURRAY RD	SUCKROO RD
4290033	ELSINORE RD	0	15.07	3	HENDERSON RD NO.31	RABBIT PROOF FENCE RD NO.150
4290032	HEFFERNAN RD	0	5.53	3	EIGHTY SIX GATE RD NO.13	NARROGIN - KONDININ RD
4290014	KIRK ROCK RD	0	23.46	3	ELSEGOOD RD & YEALERING - KULIN RD	MALYALLING EAST RD & WICKEPIN - CORRIGIN RD
4290011	TINCURRIN NORTH RD	5.98	14.99	3	WICKEPIN - HARRISMITH RD	HELM RD & WOGOLIN SOUTH RD
4290007	YEALERING SOUTH EAST RD	0	19.96	3	LAKE RD	EIGHTY SIX GATE RD NO 13
4290003	PINGELLY - WICKEPIN RD	0	24.88	3	LGA BOUNDARY	WILLIAMS - KONDININ RD

**Voting Requirements**

Simple majority

**Resolution No 210916-9**  
**Moved Cr Hinkley / Seconded Cr Easton**

That Council endorse the upgrade of the following roads to RAV 4 classification with all the existing conditions being retained with the additional condition for road number 4290003 Pingelly Wickepin Road:

- .Not to be used as a through route. For local Delivery and pickup only. Driver must carry documentation as proof of local delivery or pickup.

Road_No	Road_Name	SLK_From	SLK_To	Current Network	From_Intersection	To_Intersection
4290160	INKIEPINKIE RD	1.71	4.73	3	ROSE RD & INKIEPINKIE RD	PINGELLY - WICKEPIN RD & GREEN RD & INKIEPINKIE RD
4290157	WICKEPIN - HARRISMITH RD	0	10.48	3	DUMBLEYUNG RD WHYTE RD COLLINS ST	LGA BOUNDARY
4290156	COLLINS ST	0	0.58	2	WOGOLIN RD	DUMBLEYUNG RD
4290144	MCLEAN RD	0	3.22	3	NARROGIN - KONDININ & MCLEAN RD	JAGO RD & MCLEAN RD
4290107	CAMPBELL ST	0	0.58	3	NARROGIN - KONDININ (M038)	WHYTE RD
4290072	SPRIGG RD	0	8.29	3	NARROGIN - KONDININ & SPRIGG RD	HENDERSON RD & SPRIGG RD
4290047	ELSONS RD	0	11.18	3	RD NO 7 LOC 9670	KULIN LGA BOUNDARY
4290040	MURRAY RD	0	3.44	3	TINCURRIN RD & MURRAY RD	SUCKROO RD
4290033	ELSINORE RD	0	15.07	3	HENDERSON RD NO.31	RABBIT PROOF FENCE RD NO.150
4290032	HEFFERNAN RD	0	5.53	3	EIGHTY SIX GATE RD NO.13	NARROGIN - KONDININ RD
4290014	KIRK ROCK RD	0	23.46	3	ELSEGOOD RD & YEALERING - KULIN RD	MALYALLING EAST RD & WICKEPIN - CORRIGIN RD
4290011	TINCURRIN NORTH RD	5.98	14.99	3	WICKEPIN - HARRISMITH RD	HELM RD & WOGOLIN SOUTH RD
4290007	YEALERING SOUTH EAST RD	0	19.96	3	LAKE RD	EIGHTY SIX GATE RD NO 13
4290003	PINGELLY - WICKEPIN RD	0	24.88	3	LGA BOUNDARY	WILLIAMS - KONDININ RD

**Carried 4/0**

4.45pm – Cr Russell returned to the Chambers.

4.45pm – Cr Astbury returned to the Chambers.

4.45pm – Cr Lang returned to the Chambers.

4.46pm – MWS Peter Vlahov departed the Chambers.

---

Governance, Audit and Community Services

## 10.2.01 – Financial Report

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Acting Chief Executive Officer
<b>File Reference:</b>	FM.FR.1212
<b>Author:</b>	Natalie Manton - Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 September 2016

---

**Enclosure / Attachment:** Listed below & attached (monthly report).

**Background:** In accordance with Section 6.4(2) of the Local Government Act 1995 and Regulation 35 of the Local Government (Financial Management) Regulations 1996, attached are the monthly/triannual financial reports.

1. Operating Statement by Function and Activity
2. Bank Balances and Investments
3. Outstanding Debtors

**Comment:** Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg. 36, but can resolve to have supplementary information included as required.

**Statutory Environment:** Section 6.4(2) of the Local Government Act 1995

Local Government (Financial Management) Regulations 1996

34. Financial reports to be prepared s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) Budget estimates to the end of the month to which the statement relates;
  - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) The net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents

- containing -
- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
  - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) According to nature and type classification;
  - (b) By program; or
  - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
    - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Not applicable

**Recommendation:** That the financial statements tabled for the period ending 31 August 2016 as presented be received.

**Voting Requirements:** Simple majority

### **Resolution No 210916-10**

#### **Moved Cr Allan / Seconded Cr Lang**

That the financial statements tabled for the period ending 31 August 2016 as presented be received.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.02 – List of Accounts

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton - Acting Chief Executive Officer
<b>File Reference:</b>	FM.FR.1212
<b>Author:</b>	Natalie Manton - Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	9 September 2016

**Enclosure / Attachment:** List of Accounts

**Background:** List of Accounts remitted during the period from 1 August 2016 to 31 August 2016.

	<u>Vouchers</u>	<u>Amounts</u>
<b>Municipal Account</b>		
EFT	6580-6602, 6604-6616, 6618-6657	89,644.66
Cheques	15344 - 15350	9,301.97
Payroll	August	131,990.56
Superannuation	August	16,921.79
Credit Card	August	2828.26
Direct Deductions	August	5,470.50
<b>Trust</b>		
EFT	6603, 6617	561.65
Chq		
	<b>TOTAL</b>	<u><u>\$256,719.39</u></u>

Financial Management Regulation 13 (4) also requires that a listing of all other outstanding accounts be presented to Council at the meeting. This information will be provided on the day of the meeting for inclusion in the recommendation.

### **Certificate of Chief Executive Officer:**

The schedule of accounts, covering vouchers as listed above, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

**Comment:** Detailed answers to queries can be obtained for presentation at council meeting.

**Statutory Environment:** Local Government (Financial Management) Regulations 1996 – Regulations 13 (2), (3) & (4)

**Policy Implications:** 3.1.8 - Cheque Issue

**Strategic Implications:** Not applicable

**Recommendation:** That Council acknowledges that payments totaling **\$256,719.39** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Voting Requirements:** Simple majority

### **Resolution No 210916-11**

#### **Moved Cr Astbury / Seconded Cr Allan**

That Council acknowledges that payments totaling **\$256,719.39** have been made in accordance with the list included in these minutes, and scrutiny of the list has found that the payments are satisfactory.

**Carried 7/0**

*4.50pm – CEO Mark Hook departed the Chambers.*

*4.51pm – MWS Peter Vlahov entered the Chambers.*

*4.53pm – CEO Mark Hook entered the Chambers.*

*4.59pm – MWS Peter Vlahov departed the Chambers.*

**List of Accounts Due & Submitted to Council**

**Aug-16**

Chq/EFT	Date	Name	Description	Amount	Trust
EFT6580	4/08/2016	AMPAC DEBT RECOVERY (WA) PTY	Costs for the month of August	\$ 98.60	
EFT6581	4/08/2016	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES FOR RICOH AND KONICA MINO	\$ 1,235.57	
EFT6582	4/08/2016	CUTTING EDGES PTY LTD	GRADER BLADE AND CUTTING EDGES	\$ 2,246.95	
EFT6583	4/08/2016	COURIER AUSTRALIA	FREIGHT ON LIBRARY BOOKS	\$ 30.28	
EFT6584	4/08/2016	CHEDOONA ENVIRONS	PLANTS	\$ 370.00	
EFT6585	4/08/2016	JR & A HERSEY	WHITE SPRAY AND MARK, SHOVEL DEEP HOLE, RAKE, HA	\$ 722.17	
EFT6586	4/08/2016	HARRIS ZUGLIAN ELECTRICS	INSTALL SMOKE ALARMS 13B COLLINS ST	\$ 405.79	
EFT6587	4/08/2016	Harris Engines	SERVICE MITSUBISHI K3M ROLLER	\$ 135.00	
EFT6588	4/08/2016	Jamieson Engine Engineering	SERVICE NEW CYLINDER HEAD	\$ 248.40	
EFT6589	4/08/2016	KEL'S TYRES	TYRES FOR MWS VEHICLE	\$ 616.00	
EFT6590	4/08/2016	NARROGIN BOILERMAKERS	WORKWEAR FOR JD	\$ 1,894.00	
EFT6591	4/08/2016	PCS	IT SUPPORT	\$ 540.00	
EFT6592	4/08/2016	WAGIN PLUMBING	REPAIR DAMAGED WATER LINE	\$ 371.80	
EFT6593	4/08/2016	E & MJ ROSHER P/L	BEARING ASSEMBLY	\$ 100.70	
EFT6594	4/08/2016	RSA WORKS	ROAD SAFETY AUDIT	\$ 2,145.00	
EFT6595	4/08/2016	LIONEL ANTHONY RIGBY	QUARTERLY INSTALLMENT AND COMMISSION	\$ 2,065.87	
EFT6596	4/08/2016	SHIRE OF WILLIAMS	LGIS & SHIRE OF WILLIAMS GOLF EVENTS	\$ 570.00	
EFT6597	4/08/2016	PETER STRIBLING	CARAVAN PARK COMMISSION	\$ 69.09	
EFT6598	4/08/2016	ANTONY SMITH	REPLACE TOWEL RACK AT 7 RINTEL ST	\$ 545.70	
EFT6599	4/08/2016	SOUTHWEST PRINT GROUP	COUNCILLOR BUSINESS CARDS	\$ 245.00	
EFT6600	4/08/2016	WESTRAC EQUIPMENT	WINDSCREEN GRADER	\$ 448.54	
EFT6601	4/08/2016	WESTERN AUSTRALIAN TREASURY	Loan No. 100 Interest payment -	\$ 2,123.39	
EFT6602	4/08/2016	WICKEPIN HOTEL AND HARVEST	REFRESHMENTS FOR COUNCIL MEETING	\$ 155.50	
EFT6603	10/08/2016	JULIANNE AULD	BOND REFUND FOR 21ST BIRTHDAY	\$ 500.00	
EFT6604	12/08/2016	CJD EQUIPMENT PTY LTD	REPLACE WINDSCREEN - INSURANCE CLAIM	\$ 1,437.13	
EFT6605	12/08/2016	COURIER AUSTRALIA	FREIGHT ON COUNCILLOR BUSINESS CARDS	\$ 10.30	
EFT6606	12/08/2016	CEMETERIES & CREMATORIA ASSN	MEMBERSHIP RENEWAL FOR 2016/17	\$ 115.00	
EFT6607	12/08/2016	CONCEPT MEDIA	TOURISM ADVERTISEMENT IN HAVE A GO NEWS	\$ 480.15	
EFT6608	12/08/2016	LANDGATE	GRV INTERIM VALUATIONS	\$ 109.40	
EFT6609	12/08/2016	EASIFLEET	FACEY GROUP VEHICLE LEASE - AUGUST 2016	\$ 438.49	

*Attachment- Item 10.2.02*

EFT6610	12/08/2016	HOST CATERING SUPPLIES	WINE GLASSES FOR WICKEPIN COMMUNITY CENTRE	\$	90.20
EFT6611	12/08/2016	LOCAL HEALTH AUTHORITY	ANALYTICAL SERVICES FOR 2016/17	\$	385.00
EFT6612	12/08/2016	MARKETFORCE PRODUCTIONS	CUSTOMER SERVICE OFFICER ADVERTISING	\$	188.30
EFT6613	12/08/2016	OFFICEWORKS SUPERSTORES PTY	STATIONERY ORDER	\$	297.00
EFT6614	12/08/2016	MAUREEN SUSAN PREEDY	CLEANING CHARGES FOR YEALERING PUBLIC TOILETS &	\$	345.00
EFT6615	12/08/2016	TEDS CARPET CLEANING SERVICE	SPOT CLEANING AT WICKEPIN COMMUNITY CENTRE	\$	110.00
EFT6616	18/08/2016	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT JULY 2016	\$	11,949.47
EFT6617	22/08/2016	BUILDING COMMISSION,	BUILDING SERVICES LEVY JULY 2016	\$	61.65
EFT6618	23/08/2016	AUSTRALIA POST	JULY 2016 POSTAGE CHARGES	\$	273.85
EFT6619	23/08/2016	CUTTING EDGES PTY LTD	CUTTING EDGES	\$	723.69
EFT6620	23/08/2016	YEALERING AGPARTS & REPAIRS	BATTERIES AND EARTH LEAD	\$	748.44
EFT6621	23/08/2016	COURIER AUSTRALIA	FREIGHT ON GLASSES	\$	13.95
EFT6622	23/08/2016	COVS PARTS PTY LTD	PARTS FOR WK667 AND WORKSHOP	\$	142.37
EFT6623	23/08/2016	CHEDOONA ENVIRONS	PLANTS	\$	376.00
EFT6624	23/08/2016	DEWS EXCAVATIONS	HARRISMITH ROAD - CLEAN OUT WATER TABLE	\$	4,246.00
EFT6625	23/08/2016	EWEN RURAL SUPPLIES	JULY 2016 ACCOUNT	\$	5,886.56
EFT6626	23/08/2016	HANCOCKS HOME HARDWARE	BIT S/D PHIL BULD DE 2 X 65MM	\$	12.96
EFT6627	23/08/2016	JR & A HERSEY	WORK CLOTHES - CAMERON	\$	441.70
EFT6628	23/08/2016	JASON SIGNMAKERS	HUGHES ROAD SIGN	\$	61.60
EFT6629	23/08/2016	STATE LIBRARY OF WA	LOST & DAMAGED BOOKS 2016-17	\$	280.50
EFT6630	23/08/2016	GREAT SOUTHERN WASTE DISPOSAL	JULY 2016 WASTE COLLECTION	\$	6,051.04
EFT6631	23/08/2016	NARROGIN GLASS	SLIDING DOOR LOCK	\$	133.98
EFT6632	23/08/2016	NARROGIN HARDWARE MAKIT	CLOUTS & SHOVELS	\$	169.00
EFT6633	23/08/2016	NARROGIN BEARING SERVICE	SAFETY CARGO NET	\$	456.50
EFT6634	23/08/2016	STAR TRACK EXPRESS	FREIGHT ON KOMATSU PARTS	\$	44.81
EFT6635	23/08/2016	PARRYS	WORK CLOTHES FOR ALLAN HEMLEY	\$	1,497.95
EFT6636	23/08/2016	RJ SMITH ENGINEERING	REPAIRS TO FUEL TANK ON TRUCK	\$	390.50
EFT6637	23/08/2016	WICKEPIN NEWSAGENCY	NEWSPAPERS, CATERING, STATIONERY & MILK	\$	852.70
EFT6638	23/08/2016	WATERSHED NEWS	ANNUAL DONATION	\$	6,500.00
EFT6639	29/08/2016	AIR RESPONSE	REPAIRS TO WICKEPIN COMMUNITY CENTRE FRIDGE	\$	164.72
EFT6640	29/08/2016	YVONNE BOWEY CONSULTING	BUDGET BALANCING & CHECK JUNE FINANCIAL REPORT	\$	948.00
EFT6641	29/08/2016	CJD EQUIPMENT PTY LTD	PARTS FOR WK475	\$	735.67
EFT6642	29/08/2016	CUTTING EDGES PTY LTD	FLAT CUTTING EDGES FOR WK813	\$	1,040.10

Attachment- Item 10.2.02

EFT6643	29/08/2016	COVS PARTS PTY LTD	PARTS FOR WK667 AND GRINDING DISCS	\$	58.49
EFT6644	29/08/2016	AC & EJ FULFORD & CO	PUSH GRAVEL AT PAULEY PIT	\$	9,812.00
EFT6645	29/08/2016	FRANK WESTON & CO	PARTS FOR WK37	\$	110.33
EFT6646	29/08/2016	HANCOCKS HOME HARDWARE	GLOBES FOR PLANT AND KEY CUTTING	\$	75.55
EFT6647	29/08/2016	Elizabeth Hefferman	CLEANING OF ALBERT FACEY HOMESTEAD	\$	40.00
EFT6648	29/08/2016	JASON SIGNMAKERS	80KM/H SIGNS	\$	154.00
EFT6649	29/08/2016	RG & JE MILLER FAMILY TRUST	CONTRACT PAYROLL 27 JUNE 2016 TO 3 JULY 2016	\$	2,194.50
EFT6650	29/08/2016	KOMATSU AUSTRALIA PTY LTD	PARTS FOR WK518	\$	76.76
EFT6651	29/08/2016	NARROGIN GLASS	REGLAZE FRIDGE DOOR	\$	275.13
EFT6652	29/08/2016	NARROGIN QUARRY OPERATIONS	STONE FOR CURLEW WAY DRAINAGE	\$	883.08
EFT6653	29/08/2016	SUNNY INDUSTRIAL BRUSHWARE	PARTS FOR WK36	\$	1,667.50
EFT6654	29/08/2016	ANTONY SMITH	REPAIRS TO 5 SMITH ST	\$	781.00
EFT6655	29/08/2016	WA HINO SALES & SERVICE	PARTS FOR WK248	\$	68.45
EFT6656	29/08/2016	WICKEPIN RURAL SERVICES	METSULFURON	\$	38.50
EFT6657	29/08/2016	WA LOCAL GOVT ASSOCIATION	LOCAL GOVERNMENT WEEK - CR MARTIN	\$	7,877.99
15344	4/08/2016	TELSTRA	TELEPHONE TO 13TH JULY 2016	\$	1,725.29
15345	4/08/2016	SYNERGY	CEO POWER FROM 26.06.15 TO 14.06.16	\$	3,537.85
15347	12/08/2016	SYNERGY	STREETLIGHT ELECTRICITY	\$	1,751.25
15348	12/08/2016	WATER CORPORATION	WATER - STORAGE TANK AT RABBIT PROOF FENCE RD	\$	40.13
15349	18/08/2016	TELSTRA	SATELLITE PHONE - 4.08.16 TO 3.09.16	\$	35.00
15350	29/08/2016	SYNERGY	19 MOSS PARADE POWER FROM 15 JUNE TO 9 AUGUST 2	\$	2,212.45
DD9037.1	3/08/2016	WA LOCAL GOVERNMENT SUPER	Payroll deductions	\$	5,705.74
DD9037.2	3/08/2016	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$	56.23
DD9037.3	3/08/2016	PRIME SUPER	Superannuation contributions	\$	175.95
DD9037.4	3/08/2016	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	187.56
DD9037.5	3/08/2016	MTAA SUPER FUND	Superannuation contributions	\$	356.00
DD9037.6	3/08/2016	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	175.95
DD9037.7	3/08/2016	TREMAINE SUPERANNUATION FUND	Superannuation contributions	\$	93.74
DD9037.8	3/08/2016	COLONIAL FIRST STATE	Superannuation contributions	\$	208.37
DD9045.1	17/08/2016	WA LOCAL GOVERNMENT SUPER	Payroll deductions	\$	3,793.49
DD9045.2	17/08/2016	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$	134.95
DD9045.3	17/08/2016	PRIME SUPER	Superannuation contributions	\$	175.95
DD9045.4	17/08/2016	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	187.56

Attachment- Item 10.2.02

DD9045.5	17/08/2016	MTAA SUPER FUND	Superannuation contributions	\$	356.00
DD9045.6	17/08/2016	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	175.95
DD9045.7	17/08/2016	TREMAYNE SUPERANNUATION FUND	Superannuation contributions	\$	146.61
DD9045.8	17/08/2016	COLONIAL FIRST STATE	Superannuation contributions	\$	201.13
DD9056.1	31/08/2016	WA LOCAL GOVERNMENT SUPER	Payroll deductions	\$	3,474.51
DD9056.2	31/08/2016	RAMSAY SUPERANNUATION FUND	Superannuation contributions	\$	56.23
DD9056.3	31/08/2016	MLC SUPER FUND	Superannuation contributions	\$	47.44
DD9056.4	31/08/2016	PRIME SUPER	Superannuation contributions	\$	175.95
DD9056.5	31/08/2016	ING CUSTODIANS PTY LTD	Superannuation contributions	\$	187.56
DD9056.6	31/08/2016	MTAA SUPER FUND	Superannuation contributions	\$	356.00
DD9056.7	31/08/2016	ANZ SUPER - ALLAN HEMLEY	Superannuation contributions	\$	175.95
DD9056.8	31/08/2016	TREMAYNE SUPERANNUATION FUND	Superannuation contributions	\$	120.18
DD9056.9	31/08/2016	COLONIAL FIRST STATE	Superannuation contributions	\$	196.79
JNL	6/08/2016	ANZ	Credit Card Bus Licence and P667 parts	\$	2,828.26
JNL	1/08/2016	ANZ	Merchant Fees	\$	211.99
JNL	1/08/2016	Westnet	Internet Fees	\$	194.85
JNL	23/08/2016	Best Office Systems	Copier Lease	\$	358.60
JNL	10/08/2016	James Matthews	Pool Manager Contract	\$	2,352.53
JNL	24/08/2016	James Matthews	Pool Manager Contract	\$	2,352.53
	4/08/2016	Payroll	Gross Payroll	\$	43,086.42
	18/08/2016	Payroll	Gross Payroll	\$	43,644.84
	31/08/2016	Payroll	Gross Payroll	\$	45,259.30
				\$	256,157.74
				\$	561.65

Attachment- Item 10.2.02

Governance, Audit and Community Service

**10.2.03 – Community Development Officer's Report**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Lee Parker, Community Development Officer
<b>File Reference:</b>	CM.PLA.404
<b>Author:</b>	Lee Parker, Community Development Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	14 September 2016

Enclosure / Attachment: Nil

<b>Arts and Cultural</b>	<p><b>Art Prize 2016</b></p> <ul style="list-style-type: none"> <li>• Recording Art Prize entries</li> <li>• Correspondence with artists</li> <li>• Repeat correspondence with shire schools re participation</li> <li>• Follow up final installation of Hanging System in Town Hall</li> <li>• Meetings/correspondence/planning for Art Prize</li> <li>• 'Arty Party' opening night preparation and planning</li> <li>• Planning for an Arthur Russell memorial exhibition</li> <li>• Planning for possible local photographic exhibition in supper room during Art Prize weekend</li> <li>• Followed up sponsorship</li> <li>• Planning for Sunday Long Table Lunch in Town Hall as part of the Art Prize Weekend</li> </ul> <p><b>Sculpture Workshops</b></p> <ul style="list-style-type: none"> <li>• Meeting with Shed Group in preparation for workshops</li> <li>• Co-ordinated retention of power poles from Wickepin for the workshops</li> <li>• Correspondence with participants of workshops</li> <li>• Planning/advertising</li> <li>• Attended weekend workshops and supported Neil Elliott teaching</li> </ul> <p><b>Dryandra Country Art Food and Wine Trail</b></p> <ul style="list-style-type: none"> <li>• Correspondence and meeting with Dryandra Committee</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Support to She Shed/He Shed</li> <li>• Meeting with Cake Decorators Group with regards competition and display</li> </ul>
<b>Community Development</b>	<p><b>Wickepin Cemetery</b></p> <ul style="list-style-type: none"> <li>• Follow up with Everlon Bronze re extended layout of Granite Niche Wall</li> <li>• Extensive correspondence with Strategy Officer, Department of Local Government and Communities Planning for Hon Terry Waldron MLA opening address</li> <li>• Co-ordination for opening</li> <li>• Correspondence with the families</li> <li>• Meetings with community members re ceremony</li> <li>• Landscaping discussion and final steps for completion</li> </ul>

	<p><b>Townscape</b></p> <ul style="list-style-type: none"> <li>• Attend meeting</li> <li>• Order Garden Competition token signs</li> <li>• Follow up with Peter Denton with regards revegetation plan for Yarling Brook in the Heritage Precinct</li> <li>• Contact and correspondence with Wheatbelt NRM re possible supply of free trees to shire as part of the Community Free Tree Days. NRM will supply between 800 to 1000 trees to shire for Yarling Brook and beyond.</li> <li>• Follow up Facey Homestead and trail correspondence</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Co-ordination with CRC</li> <li>• Provided notes for Facebook page, mail out and Instagram</li> <li>• Follow up grant opportunities for Shire of Wickepin projects.</li> <li>• Informed community members on grant opportunities and events.</li> </ul>
<b>Economic Development</b>	<p><b>Facey Carriage Drive</b></p> <ul style="list-style-type: none"> <li>• Correspondence/planning/meetings/co-ordination re drive</li> </ul>
<b>Tourism, Marketing and Promotion</b>	<ul style="list-style-type: none"> <li>• Promotion through social media.</li> <li>• Press Release and images to magazines/newspapers</li> </ul>
<b>Special Needs Groups including Youth, Disabled and Older People.</b>	<p><b>Johnston Park</b></p> <ul style="list-style-type: none"> <li>• Landscaping near Gazebo</li> <li>• Correspondence with Wheatbelt Development Commission re possible grant</li> <li>• Grant application for creating Health Community Precinct at Johnston Park including water refill station, strength training equipment, lighting, and seating.</li> </ul>
<b>Sport and Recreation</b>	<p><b>Walk Trails</b></p> <ul style="list-style-type: none"> <li>• Correspondence/conversation with Lotterywest re trails grant for Yealering</li> <li>• Proof read and responded to queries from TPG with regards the signage for Yealering Walk Trail</li> <li>• Correspondence with TPG with regards Harrismith signage</li> <li>• Site meetings with Wickepin sculpture group re installation of created art works created along Wickepin Heritage Trail</li> <li>• Site meetings with shire works crew re upcoming work on Heritage Trail in Wickepin.</li> </ul> <p><b>Kidsport</b></p> <ul style="list-style-type: none"> <li>• Processed vouchers</li> <li>• Followed up with Sport and Recreation re grant and kidsport queries</li> <li>• Assisted individuals and provided support to clubs</li> </ul>
<b>Governance Other</b>	<ul style="list-style-type: none"> <li>• Attended 4 day Executive Course for Event Management, University of Technology Sydney</li> <li>• Attended opening of Bella Kelly Retrospective at ARtS Narrogin</li> <li>• Staff support as needed</li> <li>• Responded to queries from CDO Network</li> </ul>

**Projects Currently On CDO Desk**

<b>Facey Carriage Drive</b>	<ul style="list-style-type: none"> <li>• Carriage drive third weekend in October 2016</li> <li>• Shire support in-kind</li> </ul>
<b>Wickepin Art Prize</b>	<ul style="list-style-type: none"> <li>• Third weekend in October 2016</li> <li>• Townscape initiative</li> <li>• Shire support in-kind and sponsorship of prizes</li> </ul>
<b>Wickepin Cemetery</b>	<ul style="list-style-type: none"> <li>• Official opening on 14<sup>th</sup> October 2016</li> </ul>
<b>Walk Trails Signage</b>	<ul style="list-style-type: none"> <li>• Signage in Harrismith Yealering and Wickepin</li> <li>• Funded by Lotterywest and Shire</li> </ul>
<b>Sculpture Workshops</b>	<ul style="list-style-type: none"> <li>• Over 3 weekends in Wickepin</li> <li>• CanWa and Shire funding with in-kind shire support</li> </ul>
<b>Yealering Concept Plan for Lake Yealering</b>	<ul style="list-style-type: none"> <li>• Grant for funding for concept plan in formative stage</li> <li>• Lotterywest will not fund concept plan</li> </ul>
<b>Dryandra Country Art Food and Wine Trail</b>	<ul style="list-style-type: none"> <li>• Mother's Day weekend - Annual event</li> <li>• Shire support in kind</li> <li>• 2017 planning</li> </ul>

<b>Project Name</b>	<b>Funding Organisation</b>	<b>Amount Requested exc Gst</b>	<b>Status</b>
Walktrail Projects	Lotterywest	\$36,168.	Approved Council Contribution \$15,000 (\$5000/town)
Sculpture Project	CAN WA Catalyst Fund	\$7,655.	Approved Council Contribution \$5,800 (in-kind)
Healthy Community Precinct	Royalties For Regions Wheatbelt DC	Pending	To be submitted 19/09/2016

**Statutory Environment:** Local Government Act 1995.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:**

**(1) To Develop and Maintain Quality Services and Infrastructure:**

A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

**(2) To Ensure the Protection and Improvement of the Environment:**

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

**(3) To Promote the Development of a Viable and Diversified Local Economy:**

A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.

**(4) To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities:**

A healthy, strong and connected community that is actively engaged and involved.

**(5) To Provide Efficient, Effective and Accountable Governance:**

Availability of council services, personal development opportunities and adequate resident and staff accommodation to attract and retain quality resources.

**(6) To Promote the Shire as a Focal Point in the Development of the Greater Region:**

A council actively involved in promoting regional facilities and activities to its community and neighbouring regions.

**Recommendation:**

That council notes the report from the Community Development Officer dated 14 September 2016.

**Voting Requirements:** Simple majority.

**Resolution No 210916-12**

**Moved Cr Lansdell / Seconded Cr Allan**

That council notes the report from the Community Development Officer dated 14 September 2016.

**Carried 7/0**

---

Governance, Audit & Community Services

## 10.2.04 - Dual Fire Control Officers 2016/2017 – Shire of Wagin

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Shire of Wagin
<b>File Reference:</b>	ES.APN.901
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	14 September 2016

---

**Enclosure / Attachment:** Nil

### Background:

Council has received a letter from the Shire of Wagin requesting Steve Angwin be appointed as a Dual Fire Control Officer with the Shire of Wickepin.

### Comment:

Fire Control Officers who adjoin neighbouring shires require the adjoining Shires approval to act as a Dual Fire Control Officers.

**Statutory Environment:** Bush Fires Act 1954.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

### Summary:

Council is being requested by the Shire of Wagin to appoint Steve Angwin as Dual Fire Control Officer for the 2016/2017 fire season.

### Recommendation:

That Council appoints Steve Angwin as Dual Fire Control Officer from the Shire of Wagin for the 2016/2017 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

**Voting Requirements:** Simple majority

## Resolution No 210916-13

### Moved Cr Lang / Seconded Cr Astbury

That Council appoints Steve Angwin as Dual Fire Control Officer from the Shire of Wagin for the 2016/2017 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

**Carried 7/0**

Governance, Audit & Community Services

## 10.2.05 - Dual Fire Control Officers 2016/2017 – Shire of Kulin

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Shire of Kulin
<b>File Reference:</b>	ES.APN.901
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 September 2016

**Enclosure / Attachment:** Nil

### Background:

Council has received an email from the Shire of Kulin requesting J. Spark and A. Dearlove be appointed as a Dual Fire Control Officers with the Shire of Wickepin.

### Comment:

Fire Control Officers who adjoin neighbouring shires require the adjoining Shires approval to act as a Dual Fire Control Officers.

**Statutory Environment:** Bush Fires Act 1954.

**Policy Implications:** Not applicable.

**Financial Implications:** Not applicable.

**Strategic Implications:** Not applicable.

### Summary:

Council is being requested by the Shire of Kulin to appoint J. Spark and A. Dearlove as Dual Fire Control Officers for the 2016/2017 fire season.

### Recommendation:

That Council appoints J. Spark and A. Dearlove as Dual Fire Control Officers from the Shire of Kulin for the 2016/2017 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

**Voting Requirements:** Simple majority

## Resolution No 210916-14

### Moved Cr Astbury / Seconded Cr Easton

That Council appoints J. Spark and A. Dearlove as Dual Fire Control Officers from the Shire of Kulin for the 2016/2017 fire season, subject to the officer possessing the appropriate accreditations, further noting that the Dual Fire Control Officer is not permitted to issue burning permits for land in the Shire of Wickepin.

**Carried 7/0**

Governance, Audit and Community Services

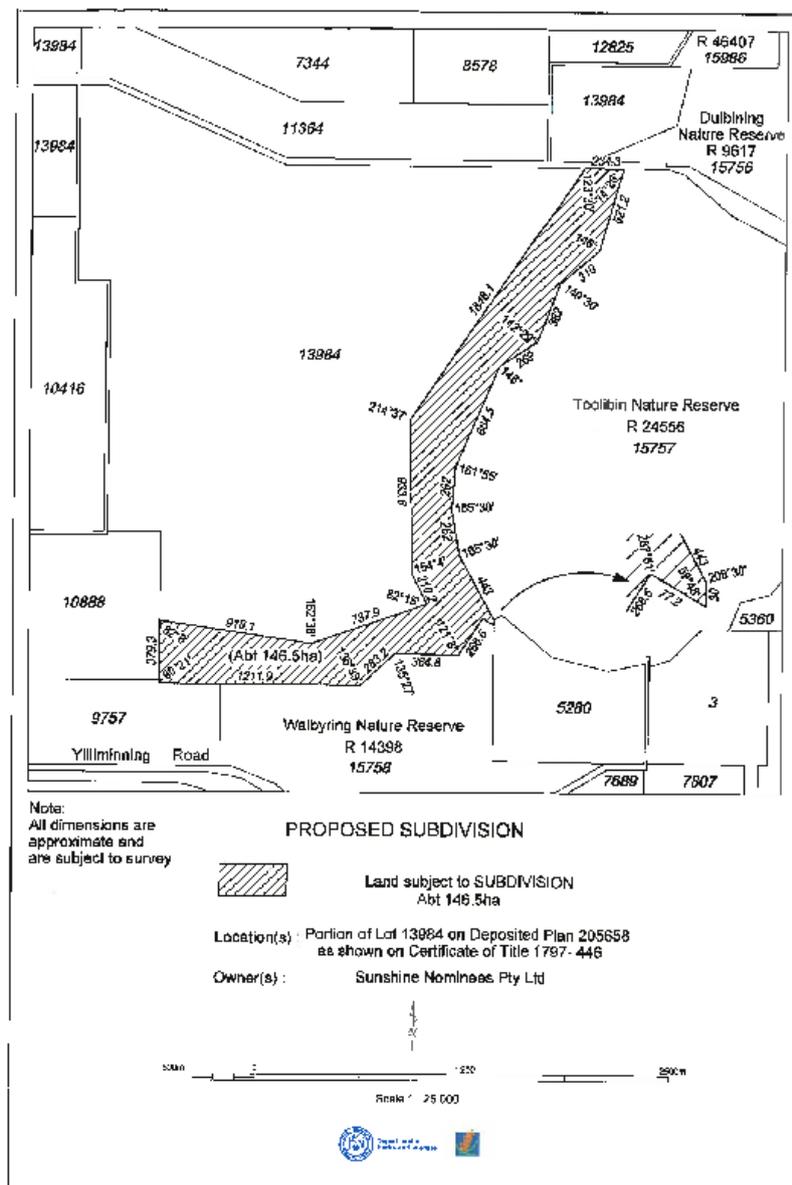
### 10.2.06 - Proposed Purchase of a Portion of Lot 13984 Toolibin

**Submission To:** Ordinary Council  
**Location / Address:** Whole Shire  
**Name of Applicant:** Alex Errington, Department of Parks and Wildlife  
**File Reference:** A3170  
**Author:** Natalie Manton, Acting Chief Executive Officer  
**Disclosure of any Interest:** Nil  
**Date of Report:** 14 September 2016

**Enclosure / Attachment:** Nil

**Background:**

The Department of Parks and Wildlife has informed the Shire of Wickepin that an opportunity has arisen for them to acquire a strip of land of about 146.5ha out of Lot 13984 to the west and south-west of Lake Toolibin. The purchase of land will allow the Department to increase the buffer between Nature Reserves 24556 and 14398 and the farmland portion of Lot 13984 as can be seen on the plan below.



The Department of Parks and Wildlife has reached agreement with the owners of Lot 13984, Sunshine Nominees Pty Ltd, to purchase the lot and would like to finalise the land transfer as soon as possible. The purchase of the land will require the excision of the area out of Lot 14384 and a subdivision application will need to be submitted to the WA Planning Commission to enable this to happen.

The Department of Parks and Wildlife is seeking any view, comments, information or recommended conditions which would be pertinent to the proposal from the Shire of Wickepin prior to the submission of the planning application.

The proposal is very similar to the purchase of land to the north-east of Lake Toolibin from Ron Miller in 2008/09 in which Council had no objections.

The Department of Parks and Wildlife are also purchasing the adjoining Lot 9757, but this does not require a subdivision.

**Statutory Environment**                      Town Planning Scheme No. 4

**Comment**

Lake Toolibin is one of the most important freshwater lakes in the Wheatbelt region. The area is under threat from salinity and a recovery plan has been in place for many years to reduce the impact on the area surrounding the lake. The purpose of this subdivision is to continue the existing work on the Lake Toolibin recovery plan.

**Policy Implications**                      Nil

**Financial Implications**                      Nil

**Strategic Implications:**

Theme 2                      To Ensure the Protection and Improvement of the Environment:

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

**Summary**

There should be no concerns to council with respect to this application. The proposed subdivision is not creating small hobby farm type lots which would conflict with surrounding land use. It is a simple subdivision to enable the applicant to purchase an area of land surrounding Lake Toolibin to continue and expand the existing environmental recovery work.

**Recommendation**

That Council advises the Department of Parks and Wildlife that it has no objection to the subdivision of 146.5ha from Lot 13984 to the west and south-west of Lake Toolibin.

**Resolution No 210916-15**

**Moved Cr Lansdell / Seconded Cr Easton**

That Council advises the Department of Parks and Wildlife that it has no objection or conditions to the subdivision of 146.5ha from Lot 13984 to the west and south-west of Lake Toolibin.

**Carried 7/0**

Governance, Audit and Community Services

## 10.2.07 – Rooster at 7 Fisher Street, Wickepin

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Kirsten Rigby, Wickepin Caravan Park Manager
<b>File Reference:</b>	LE.INF.1800, A5176
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	nil
<b>Date of Report:</b>	8 September 2015

**Enclosure / Attachment:** Nil

### Background:

Council has received a request from Kirsten Rigby, Wickepin Caravan Park Manager, of 7 Fisher Street Wickepin, to have one rooster on the property.

Ms Rigby is a tenant in the house at 7 Fisher Street owned by the Shire of Wickepin and provided to the Manager of the Wickepin Caravan Park as part of the Caravan Park Management Agreement.

The Wickepin Caravan Park Lease Agreement stipulates that noise is to be kept to a minimum after 9pm.

The Shire of Wickepin Health Local Laws 2000 state under sections 5.4.1 – 5.4.4 that:

*Division 4 - Keeping of Poultry and Pigeons*

#### **Interpretation**

5.4.1 *In this Division, unless the context otherwise requires -  
"poultry" includes bantams, ducks and other domestic fowls;*

#### **Limitation on Numbers of Poultry and Pigeons**

5.4.2 *An owner or occupier of premises within a townsite shall not keep a combined total of more than 12 poultry and pigeons without the approval of Council, on any one lot of land.*

#### **Conditions for Keeping Poultry in Limited Numbers**

5.4.3 *A person who keeps poultry or permits poultry to be kept shall ensure that -*

- (a) *no poultry is able to approach within 15 metres of a dwelling house, public building or premises where people are employed or where food is stored, prepared, manufactured or sold;*
- (b) *all poultry is kept in a properly constructed and securely fastened structure or enclosure;*
- (c) *the structure is in a yard having an otherwise unobstructed area of at least 30 square metres;*
- (d) *no poultry is able to approach within 15 metres of a street other than a right of way unless, in the case of land at the junction of two or more streets, Council has approved a lesser distance; and*
- (e) *all enclosures or cages within which poultry are kept shall be maintained at all times in a clean condition and shall be disinfected or otherwise dealt with in a way as directed by an Environmental Health Officer.*

5.4.4 (1) *An occupier of premises within a townsite, shall not without the written approval of the Council, keep or permit to be kept on those premises, any one or more of the following fowl -*

- (a) *a rooster;*
  - (b) *a goose or gander;*
  - (c) *a turkey;*
  - (d) *a peacock or peahen;*
  - (e) *a gamebird (includes emus and ostriches)*
- (2) *The Council may upon written application, grant approval with or without conditions to the owner or occupier of premises to keep any one or more birds as specified in subsection (1) of this section.*
  - (3) *A person who has been granted approval under this Section to keep a bird may keep the bird on the premises only while he is the occupier thereof.*
  - (4) *The Council may revoke an approval granted under this Section if it is of the opinion that the keeping of the birds specified in the approval is causing a nuisance or is injurious, offensive or dangerous to health.*

**Comment:**

A letter has been provided by the owner of the neighbouring property at 67 Wogolin Road Wickepin in support of Ms Rigby keeping a rooster at the Wickepin Caravan Park. There is considerable distance to the neighbouring properties on the west, east and north of the caravan park.

No written complaints have been received regarding the rooster at the Wickepin Caravan Park from neighbours, local residents or occupants of the caravan park.

The rooster is used for breeding purposes.

**Statutory Environment:** Health Act 1911  
Shire of Wickepin Health Local Laws 2000

*Division 4 - Keeping of Poultry and Pigeons*

**Interpretation**

5.4.1 *In this Division, unless the context otherwise requires -  
"poultry" includes bantams, ducks and other domestic fowls;*

**Limitation on Numbers of Poultry and Pigeons**

5.4.2 *An owner or occupier of premises within a townsite shall not keep a combined total of more than 12 poultry and pigeons without the approval of Council, on any one lot of land.*

**Conditions for Keeping Poultry in Limited Numbers**

5.4.3 *A person who keeps poultry or permits poultry to be kept shall ensure that -*

- (a) *no poultry is able to approach within 15 metres of a dwelling house, public building or premises where people are employed or where food is stored, prepared, manufactured or sold;*
- (b) *all poultry is kept in a properly constructed and securely fastened structure or enclosure;*
- (c) *the structure is in a yard having an otherwise unobstructed area of at least 30 square metres;*
- (d) *no poultry is able to approach within 15 metres of a street other than a right of way unless, in the case of land at the junction of two or more streets, Council has approved a lesser distance; and*
- (e) *all enclosures or cages within which poultry are kept shall be maintained at all times in a clean condition and shall be disinfected or otherwise dealt with in a way as directed by an Environmental Health Officer.*

**Roosters, Geese, Turkeys, Peafowl's and Gamebirds**

5.4.4 (1) *An occupier of premises within a townsite, shall not without the written approval of the Council, keep or permit to be kept on those premises, any one or more of the following fowl -*

- (a) *a rooster;*
- (b) *a goose or gander;*
- (c) *a turkey;*
- (d) *a peacock or peahen;*
- (e) *a gamebird (includes emus and ostriches)*

(2) *The Council may upon written application, grant approval with or without conditions to the owner or occupier of premises to keep any one or more birds as specified in subsection (1) of this section.*

(3) *A person who has been granted approval under this Section to keep a bird may keep the bird on the premises only while he is the occupier thereof.*

(4) *The Council may revoke an approval granted under this Section if it is of the opinion that the keeping of the birds specified in the approval is causing a nuisance or is injurious, offensive or dangerous to health.*

**Pigeons or Doves**

5.4.5 *A person who keeps, or permits to be kept, pigeons or doves shall ensure that -*

- (a) *none is able to approach within 15 metres of a dwelling, public building or premises where people are employed or where food is stored, prepared, manufactured or sold; and*
- (b) *except where registered homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed pigeon loft or dove cote that -*
  - (i) *is in a yard having an otherwise unobstructed area of at least 30 square metres; and*
  - (ii) *is maintained in such a manner so as not to create a nuisance by the emission of dust, effluvia or odours.*

**Removal of Non-Conforming Structure or Enclosure**

5.4.6 (1) If a structure or enclosure is used for the keeping of poultry or pigeons or doves contrary to the provision of Section 5.4.3 and 5.4.5, the Council may direct the owner or occupier to remove it.

(2) An owner or occupier shall comply with a direction from the Council under this Section.

**Restrictions on Pigeon Nesting or Perching**

5.4.7 (1) The Council may order an owner or occupier of a house in or on which pigeons which are, or are in the habit of, nesting or perching to take adequate steps to prevent them continuing to do so.

(2) An owner or occupier shall comply with the Council order under this Section.

**Caravan and Camping Regulations 1997 Regulation 25 amended in Gazette 12 Dec 2014 p. 4724****25. Control of animals**

(1) A person is not to bring an animal into a facility, or allow an animal under his or her control to stay there, except with the approval of the licence holder of the facility.

(2) A person who owns, or has the care or control of, a dog is to ensure that while in the facility the dog is either —

(a) on a leash under the control of a person; or

(b) enclosed in a caravan, or a fenced or enclosed area of a site sufficient to contain the dog.

(3) A person is not to allow an animal under his or her control to become or cause a nuisance to any other person at a facility.

**Financial Implications:** Nil

**Policy Implications:** Nil

**Strategic Implications:** Nil

**Summary:**

Council is being requested to give written permission for the tenant of 7 Fisher Street to keep one rooster in a suitable enclosure at the Wickepin Caravan Park.

**Recommendation:**

That Council permit the tenant of 7 Fisher Street to keep one rooster in a suitable enclosure at the Wickepin Caravan Park.

That this permission may be revoked if complaints from neighbours or occupants of the caravan park are received.

**Voting Requirements:** Simple majority

**Moved Cr Lansdell**

That Council not permit the tenant of 7 Fisher Street to keep one rooster in a suitable enclosure at the Wickepin Caravan Park.

**Motion Lapsed due to want of a seconder**

**Resolution No 210916-16****Moved Cr Astbury / Seconded Cr Easton**

That Council permit the tenant of 7 Fisher Street to keep one rooster in a suitable enclosure at the Wickepin Caravan Park.

That this permission may be revoked if complaints from neighbours or occupants of the caravan park are received.

**Carried 6/1**

Governance, Audit and Community Services

## 10.2.08 – Wickepin Landcare Funds in Trust

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton, Acting Chief Executive Officer
<b>File Reference:</b>	FM.BA.1201
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	13 September 2016

**Enclosure / Attachment:** Nil

### Background:

The Wickepin Landcare District Committee (LCDC) operated in Wickepin from 1985 to 2001 and led a major effort to rehabilitate salt affected land and plant thousands of trees in the district.

The Wickepin LCDC expanded its focus in 2001 and became the Facey Group Inc. with the aim of bringing the community together to work towards achieving economic, social and environmental sustainability for the region.

The Wickepin LCDC ABN was cancelled in 2008 and the bank account was closed in 2009 with the funds remaining in the account of \$1096 being transferred to the Shire of Wickepin Trust Account on 26 November 2016.

The former President of the Wickepin LCDC, Mr Greg Matthews, was contacted in April regarding the money in the trust account. He confirmed that the intention was to use the remaining funds to plant trees, sedges, rushes and native understory plants along the banks of the Yarling Brook in Wickepin around the walk trail near Old Station Master's House (Gumnut Cottage). Mr Matthews stated that the original intention was to spend the funds on a project that involved the school students. An alternative use was the planting of trees along the creek on the English Land, now known as Yarling Estate.

### Comment:

The funds in the trust account that were transferred from the Wickepin LCDC in November 2009 have not been used since they were deposited and the account is not attracting interest.

Mr Matthews expected that the money would have already been spent and gave his support to the transfer of funds from the Trust Account to Municipal Account to facilitate the delivery of the project as originally planned.

### Statutory Environment:

Local Government Act 1995

#### Sect 6.5 Accounts and records

The CEO has a duty —

- (a) to ensure that there are kept, in accordance with regulations, proper accounts and records of the transactions and affairs of the local government; and
- (b) to keep the accounts and records up to date and ready for inspection at any time by persons authorised to do so under this Act or another written law.

#### 6.9. Trust fund

- (1) A local government is to hold in the trust fund all money or the value of assets —
  - (a) that are required by this Act or any other written law to be credited to that fund; and
  - (b) held by the local government in trust.
- (2) Money or other property held in the trust fund is to be applied for the purposes of, and in accordance with, the trusts affecting it.
- (3) Where money or other property is held in the trust fund, the local government is to —

(a) in the case of money, pay it to the person entitled to it together with, if the money has been invested, any interest earned from that investment;

(b) in the case of property, deliver it to the person entitled to it.

(4) Where money has been held in the trust fund for 10 years it may be transferred by the local government to the municipal fund but the local government is required to repay the money, together with any interest earned from its investment, from that fund to a person claiming and establishing a right to the repayment.

*[Section 6.9 amended by No. 49 of 2004 s. 57.]*

**Policy Implications:** 3.1.8 Cheque issue

**Financial Implications:**

Transfer of \$1,096 from the Wickepin Landcare Trust account to Municipal funds

**Strategic Implications:**

Theme 2 - To Ensure the Protection and Improvement of the Environment:

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

**Summary:**

The money held in the Wickepin LCDC trust fund for planting trees, sedges and rushes along the bank of the Yarling Creek and walk trail is to be used for the intended purpose.

**Recommendation:**

Wickepin LCDC funds held in trust be transferred to the Shire of Wickepin Municipal Account to be spent on a project to plant trees, sedges, rushes and native understory plants along the banks of the Yarling Brook in Wickepin around the walk trail near Old Station Master's House (Gumnut Cottage) as originally intended by the group.

**Voting Requirements:** Simple majority

**Resolution No 210916-17**

**Moved Cr Lang / Seconded Cr Lansdell**

Wickepin LCDC funds held in trust be transferred to the Shire of Wickepin Municipal Account to be spent on a project to plant trees, sedges, rushes and native understory plants along the banks of the Yarling Brook in Wickepin around the walk trail near Old Station Master's House (Gumnut Cottage) as originally intended by the group.

**Carried 7/0**

---

Governance, Audit and Community Services

## 10.2.09 – Wickepin Mobile Occasional Child Care Service

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Playgroup Building 10 Campbell Street Wickepin
<b>Name of Applicant:</b>	Wickepin Mobile Occasional Child Care Service
<b>File Reference:</b>	CS.SPR.310
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	7 September 2016

---

**Enclosure / Attachment:** Nil

### Background:

Wickepin Mobile Occasional Child Care Service has been operating in from the Playgroup building in Wickepin since May 2012. The licenced child care service is provided by the Narrogin Regional Child Care Services Inc. which is a not for profit community operated by a volunteer management committee.

A Memorandum of Understanding between the Shire of Wickepin and the Narrogin Regional Child Care Services Inc was signed in May 2012 and sets out the terms of the agreement and outlines the following responsibilities:

Shire of Wickepin to:

- Maintain the building and grounds of the premises.
- Carry out any minor maintenance as required or requested within an acceptable time frame.
- Insure the building and all contents owned by the Shire of Wickepin.

Narrogin Regional Child Care Services Incorporated:

- Ensure only a licensed child care service operates from the premises.
- Ensure the building and grounds are kept in a "better than found" state.
- Clean the interior of the building after use including toilet, kitchen and floors.
- Insure all contents owned by the Narrogin Regional Child Care Services have the appropriate public liability insurance cover up to \$10,000,000 and present current certificate of insurance to the Chief Executive Officer of the Shire of Wickepin.
- Acknowledge that there are other users of the building and will not do anything to hinder their occupancy of the building.
- Acknowledges that all the toys belong to the Wickepin Playgroup and are not subject to this agreement.
- All arrangements for use of the toys are to be made with the Wickepin Playgroup.

The Narrogin Regional Child Care pays \$10 per session to the Shire of Wickepin to use the building as negotiated in the original Memorandum of Understanding. The occasional child care service operates during school terms with the rent for the building being approximately \$100 per term.

All children are eligible to attend the Wickepin Mobile Occasional Child Care Service with the following groups given priority:

- Children at risk.
- Working or studying parents.
- Families requiring respite.

The child care service is used by local families for a range of reasons including: child free time to undertake farm work, business book keeping as well as shopping and general respite.

The service is currently used by 8 families with 10 children attending each Monday between the hours of 9.30am to 2.30pm. The maximum capacity of the service is 15, although there are regulations governing the ratio of carers to children and the actual maximum depends on the number of children in each age range. It is anticipated that the current demand for the service will be maintained into the future given the number of pre-kindergarten children in the Wickepin area.

The current fees are \$40 per child per day with some families having 2-3 children using the day care service each week. According to the Narrogin Regional Child Care Services Inc. the normal practice would be to increase the fees each financial year, however anecdotal evidence suggests that families would not be able to afford the child care service if the fee was raised to \$45 per child.

At a recent community meeting held in Wickepin regarding the child care service, there was broad support for extending the service for longer hours. The Narrogin Regional child Care Services Inc. is currently investigating funding for longer hours and also a regional hub model of service delivery.

Narrogin Regional Child Care Services Inc. has requested support from the Shire of Wickepin to decrease or waive the rental charges on the Wickepin Playgroup building. The group is also seeking support with any future lobbying for additional funding to continue or expand the service.

The playgroup building is used by the Wickepin Playgroup on Wednesdays during school terms for an annual charge of \$200.

**Comment:**

The Narrogin Region Child Care Services Inc. has provided a successful mobile occasional child care service in Wickepin since May 2012. The service is well supported by local families with 8 families and 10 children currently using the service each week.

The current fee of \$40 per child is affordable for families but anecdotal evidence suggests that a higher fee will result in the withdrawal of some children from the service making the service less viable.

Narrogin Regional Child Care Services Inc has requested support from the Shire of Wickepin to decrease or waive the rental charges on the Wickepin Playgroup building. The group is also seeking support with any future lobbying for additional funding to continue or expand the service.

**Statutory Environment:** Health Regulations (Public Building) 1992  
Building Code Australia  
Childcare Services (Child Care) Regulations 1992

**Policy Implications:**

**3.1.5 Waiving of Fees and Charges for Council Facilities**

**OBJECTIVE: Provide clear parameters in relation to waiving Fees and Charges for Council facilities.**

The CEO is permitted to waive Fees and Charges for the use or hire of Council facilities if the following criteria are met:

- the organisation hiring the Council facility is a local not-for-profit community organisation; and
- an application is made in writing 7 days before the Council facility is hired.

The following community groups, organisations and events are entitled to use of the halls and Community Centre free of charge, as set in Council's annual Fees and Charges, for non-profit functions:

- Wickepin, Yealering and Tincurrin Primary Schools;
- Yealering Progress Association;
- Harrismith Community Centre Committee;
- Community Christmas functions; and
- Annual Senior Citizens Luncheon.

All other requests for reductions, concessions or waiving of hire charges will be considered at the discretion of Council.

<b>RESOLUTION:</b>	<b>DATE OF REVIEW:</b>
170615-12	17/06/2015

**Financial Implications:**

Reduced annual rental income for Wickepin Mobile Occasional Child Care from \$350 in 2015/16 to approximately \$175 in 2016/17.

Annual maintenance costs for Wickepin Playgroup Building were approximately \$3,000 in 2015/16.

**Strategic Implications:**

Strategic Community Plan Theme 4 To Provide and Encourage the use of a Variety of Recreational, Educational and Cultural Facilities:

A healthy, strong and connected community that is actively engaged and involved.

**Summary:**

Narrogin Regional Child Care Services Inc. has requested support from the Shire of Wickepin to decrease or waive the rental charges on the Wickepin Playgroup Building. The group is also seeking support with any future lobbying for additional funding to continue or expand the service.

**Recommendation:**

That the Shire of Wickepin reduce the rent on the Playgroup Building to \$5 per session for the Wickepin Mobile Occasional Child Care Service.

**Voting Requirements:** Simple majority

**Resolution No 210916-18**

**Moved Cr Allan / Seconded Cr Easton**

That the Shire of Wickepin reduce the rent on the Playgroup Building to \$5 per session for the Wickepin Mobile Occasional Child Care Service.

**Carried 6/1**

Governance, Audit and Community Services

## 10.3.01 – Townscape and Cultural Planning Committee Meeting

### Recommendations

<b>Submission To:</b>	Townscape and Cultural Planning Committee
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Townscape and Cultural Planning Committee
<b>File Reference:</b>	CR.MEE.206
<b>Author:</b>	Leah Pearson, Executive Support Officer
<b>Disclosure of any Interest:</b>	Nil
<b>Date of Report:</b>	14 September 2016

**Enclosure / Attachment:** Nil

#### Background:

Townscape and Cultural Planning Committee meeting held on Wednesday 14 September 2016.

#### Comment:

The Townscape and Cultural Planning Committee meeting was held on Wednesday 14 September 2016 and passed the following recommendation:

#### **Moved Murray Lang / Seconded Margaret Fleay**

That the Shire of Wickepin be requested to install a sign post for a Recreational Vehicle Camp Site in Wogolin Road Wickepin by the 24 hour Fuel Depot and at the side and rear of Aussie Fulford's tractor museum.

**Carried 6/0**

**Statutory Environment:** Nil.

**Policy Implications:** Not applicable.

**Financial Implications:** Nil.

**Strategic Implications:** Nil

#### Recommendation:

That a sign post be installed for a Recreational Vehicle Camp Site in Wogolin Road Wickepin by the 24 hour Fuel Depot and at the side and rear of Aussie Fulford's tractor museum.

**Voting Requirements:** Simple majority.

#### **Resolution No 210916-19**

#### **Moved Cr Lansdell / Seconded Cr Allan**

That a sign post be installed for a Recreational Vehicle Camp Site in Wogolin Road Wickepin by the 24 hour Fuel Depot and at the side and rear of Aussie Fulford's tractor museum.

**Carried 7/0**

## 11. President's Report

A warm welcome to our new Admin Office, Aleeha Turner from Cuballing. We wish you all the best for the beginning of a rewarding career in Local Government.

On 2<sup>nd</sup> September I attended the Central Country Zone meeting at Dumbleyung with DCEO Natalie and Cr Martin.

Congratulations to the Harrismith Community for holding their annual Photo Competition on Saturday 17<sup>th</sup> September. This event re-created the Harrismith Hall into a warm and lively display of local and state-wide snapped photographs from avid photographers, both young and old.

I make mention of the passing of former Cuballing Councillor Ian Watts, who was the Ward Representative to the Country Shire Council Association and from 2001 was elected as the inaugural Central Country Zone State Councillor, thus representing our region at WALGA State Council. He retired in 2007.

### **Resolution No 210916-20**

#### **Moved Cr Lang / Seconded Cr Astbury**

That Council endorses the President's Report dated 21 September 2016.

**Carried 7/0**

Council

**12. – Acting Chief Executive Officer’s Report**

<b>Submission To:</b>	Ordinary Council
<b>Location / Address:</b>	Whole Shire
<b>Name of Applicant:</b>	Natalie Manton, Acting Chief Executive Officer
<b>File Reference:</b>	CM.REP.2
<b>Author:</b>	Natalie Manton, Acting Chief Executive Officer
<b>Disclosure of Any Interest:</b>	Nil
<b>Date of Report:</b>	15 September 2016

**Upper Great Southern Football League Grand Final**

Wickepin hosted the Upper Great Southern Football Grand Final on Sunday 11<sup>th</sup> September 2016. The Wickepin Football Club as well as Shire of Wickepin staff and contractors are to be congratulated on the presentation of the Wickepin Community Centre and oval for the event. Approximately 1,500 people attended the grand final matches for the 4 grades.

**RAV Network**

Heavy Vehicle Services (HVS) has reviewed the assessment process for approving a road to be added or amended to a Restricted Access Vehicle (RAV) Network. The new process allows for access to be approved through issue of a “Restricted Local Access” Period Permit. This permit can be issued in cases where network access would ordinarily be declined e.g. when the road does not meet all relevant Route Assessment Guidelines, and applying reasonable conditions is unlikely to mitigate the assessed risk.

The Shire of Wickepin received confirmation that the roads listed below have been deemed suitable for RAV 4 access:

- **Coxon St 4290122 with intersection restriction** - No right turn into Coxon St from Wickepin – Corrigin Rd (Sewell St)
- **King St 4290106** - No Conditions
- **Connor St 4290118** - No Conditions

**Federal Assistance Grants**

The Department of Local Government and Communities has provided advice that the following final 2016/17 Financial Assistance Grants have been formally approved.

<b>Federal Assistance Grants</b>	<b>Adopted in Budget</b>	<b>Final Allocation</b>	<b>Difference</b>
2016/17 General Purpose Grant	978,544	974,478	(4,066)
2016/17 Roads Grant	489,332	489,871	539
	1,467,876	1,464,349	(3,527)

Adjustments to the project expenditure over the financial year will be made to allow for the overall decrease in funding of \$3,527.

### **Wheatbelt South Aged Housing Alliance**

A Cabinet decision is expected by the end of September 2016 on the application for funding of \$10 million to build 38 units across 7 shires in the Wheatbelt South region. The Wheatbelt South Aged Housing Alliance will need to meet again soon to discuss the next steps in the planning process in order to be ready if/when funding is announced

The Central Country Zone meeting was held in Dumbleyung and the following outcomes were noted:

- **WAERN Radios**

The CCZ Executive Officer will write to the Minister for Emergency Services seeking a meeting to discuss the issue raised by the Shire of Wickepin regarding the funding of WAERN radios through the ESL Levy.

- **CBH Rating**

WALGA will develop a discussion paper on rating of CBH that will include opportunity for sector feedback and development of an advocacy position.

- **Landfill Sites**

The motion that the Central Country Zone request the State Government, through the Department of Environmental Regulation (DER) and WA Planning Commission (WAPC) to undertake a study to identify possible landfill sites across Western Australia was lost. The proposed idea was to:

1. Identified sites for future use
2. Undertake rezoning of the chosen land, and
3. Making communities aware of future landfill sites.

- **Regional Grants Scheme**

The motion was also lost regarding a proposal that all future Regional Grants Scheme funding allocations be fully competitive across the State and not broken down to individual Development Commissions.

- **Gift Provisions**

The Executive Officer of the Central Country Zone will write to the Minister for Local Government seeking to have:

- (a) Regulation 25(1)(c) of the *Local Government (Administration) Regulations 1996* amended so that the amount of the gift that is required to be disclosed is \$500; and
- (b) Regulation 26(1)(c) of the *Local Government (Administration) Regulations 1996* amended so that the amount of the travel that is required to be disclosed is \$500.

- **Emergency Services Levy**

The Central Country Zone will request that WALGA investigate the establishment of a body to oversee the management of the ESL funds and direct funding to agencies and bodies upon application. Also requested WALGA to monitor the State Government's response to Recommendation 17 of the Ferguson Report to determine what further action is required to initiate a review of the management and distribution of the Emergency Services Levy.

### **Inter- Municipal Golf Day**

The Shire of Wickepin was represented at the LGIS Inter-Municipal Golf day held on 25<sup>th</sup> and 26<sup>th</sup> August at the Williams Golf Course. Allan Hemley and Cameron Charles attended the scroungers day on Thursday along with 80 other golfers. Cr Astbury and his wife Peta and I played in the stableford event on Friday with over 100 other golfers and enjoyed talking shop with elected members and staff from other local governments.

### **Rates**

Rate payments have been coming in with approximately \$405,000 or 25% of rates paid already including discounts of just under \$28,000 given on payments.

### Living Lakes

The finalised Land Use Concept Plan Report for Living Lakes Stage 2, produced by EPCAD Pty Ltd has been received by the Shire of Wickepin. The report combines analysis and recommendations for Lakes Towerrinning, Ewlyamartup and Yealering. The costs for the engineering works have been removed from the report as Stage 3 is still under consideration.

The business case for Stage 3 (implementation and engineering work) is being prepared for submission to Cabinet in early September. The Department of Regional Development are confident that the business case will be regarded favourably although the funding will still depend on the financial pressures at the time.

### Beyond Hellfire and Back

The Shire of Wickepin received a gift of a book written by local resident, Shirley Howell, titled Beyond Hellfire and Back. The book details the service, stories and memoirs of Joe Pearce from Moulyinning.

### Meetings Attended

<b>August 2016</b>	
2 <sup>nd</sup>	Central Country Zone Meeting
<b>September 2016</b>	
14 <sup>th</sup>	Townscape and Cultural Planning Committee meeting

### Delegations

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Signing Cheques	August 2016	Nil
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO	Appointment of Aleeha Turner as Customer Service Officer	29 August 2016	Shire of Wickepin Aleeha Turner
A7	Rates Recovery – Instalment Payments	CEO	Payment Plans		Rate Payers
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Book Launch Spring Field Day	29 September 2016 14 September 2016	Libby Heffernan Facey Group
A13	Hire of Community Halls / Community Centre	CEO			

**Recommendations:**

That Council endorse the Acting Chief Executive Officer's Report dated 15 September 2016.

**Voting Requirements:** Simple majority

**Resolution No 210916-21****Moved Cr Allan / Seconded Cr Lansdell**

That Council endorse the Acting Chief Executive Officer's Report dated 15 September 2016.

**Carried 7/0**

**13. Notice of Motions for the Following Meeting****14. Reports & Information**Cr Lang

Cr Lang advised Council that John Woodward, a former Shire of Wickepin Councillor from 1978 to 1984 recently passed away.

**15. Urgent Business****16. Closure**

There being no further business the Presiding Officer declared the meeting closed at 5.43pm.